



· INSTITUTE · OF · HISTORIC ·
BUILDING · CONSERVATION

AGM Papers &
Annual Report

2013

Institute of Historic Building Conservation ANNUAL GENERAL MEETING

**5.30pm, Friday 21 June 2013 at
Crown & Mitre Hotel, English Street, Carlisle,
Cumbria CA3 8HZ**

AGENDA

- 1 Apologies for absence
- 2 Minutes of the Annual General Meeting of The Institute of Historic Building Conservation held in Bapsy Hall, Guildhall Winchester, The Broadway, Winchester SO23 9GH, on Friday 22 June 2012
- 3 Council's report
- 4 Financial statements and treasurer's report

Resolution 1 – Accounts

To receive the reports of the Hon Treasurer and Council for the financial year 1 October 2011 to 30 September 2012 and to approve the accounts for that period

Resolution 2 – Independent Examiners

To appoint Larking Gowen, chartered accountants, as Independent Examiners to the institute, to hold office from the conclusion of the present General Meeting until the conclusion of the next General Meeting at which accounts in respect of an accounting reference period are laid

- 5 Election of officers including nomination of branch representatives
- 6 Motions to the AGM

6.1 A motion that encourages the IHBC to provide integrated and structured support for IHBC Affiliates to progress to full professional membership; proposed by Jo Evans, seconded by Nathan Blanchard and Sheila Stones, and recommended to the AGM by the council of the IHBC

At the time of going to press no other motions had been received at the institute's offices.

**THE INSTITUTE OF
HISTORIC BUILDING
CONSERVATION**

www.ihbc.org.uk

Registered as a charity in
England and Wales number
1061593 and in Scotland
number SC041945

Company Limited by
Guarantee

Registered in England
number 3333780

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These documents were
prepared by the IHBC's
National Office.

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COUNCIL'S REPORT

The trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the financial statements of The Institute of Historic Building Conservation (the company) for the year ended 30 September 2012.

The trustees confirm that the annual report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The institute is governed by an elected council of trustees with up to 22 voting members consisting of up to nine elected officers (chair, vice-chair, secretary, treasurer and five officers serving as committee chairs) and up to 13 trustees appointed by regional and national branches.

Council is also advised by non-voting officers co-opted by council, including the president, and by five committees, each chaired by its corresponding elected officer: Finance & Resources, Membership & Ethics, Education Training & Standards, Policy, and Communications & Outreach. These committees help oversee a range of advisory subcommittees, representatives and panels.

Council and committees are supported by a small national office executive team responsible for organisational management, including the director, projects officer, administrator, membership services officer alongside other operational support.

The trustees confirm that, in exercising their powers and duties, they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission.

OBJECTIVES AND ACTIVITIES

The IHBC is a company and a charity registered in England and Scotland, and exists to promote, for the benefit of the public, the conservation of and education and training in the conservation and preservation of buildings, structures, areas, gardens and landscapes which are of architectural or historical value in the UK insofar as it lies within the duties and responsibilities of any person whose principal professional skills are to provide specialist advice in such conservation and preservation.

The IHBC's key activities are:

- setting standards for conservation practice and improving education and training in conservation
- raising the profile of conservation and promoting its role in economic and social regeneration

- supporting excellence in all aspects of conservation, whether in the identification, analysis, repair and reuse of historic buildings or in new design in historic settings
- stimulating debate on how the role of conservation should develop
- organising training events and further developing the branch network to encourage the continued exchange of information between practitioners locally as well as nationally.

ACHIEVEMENTS AND PERFORMANCE

The IHBC has maintained its high level of activity and influence across the wide range of interests that shape conservation. In 2011-12 our most strategic contribution has been to the development of the UK specification of skills for conservation, our sector's National Occupational Standards (NOS).

The conservation NOS is a government-recognised specification of skills for built and historic environment conservation specialists. In the first instance it only facilitates more structured training across our membership. Also, as it was developed as a vocational qualification that integrates with both the IHBC's own membership criteria as well as the 1993 ICOMOS 'guidelines' that specify international conservation standards in training and education, it ties the IHBC's membership criteria to all the conservation skills accreditation frameworks in the UK. As such it underpins our inter-disciplinary credentials and credibility.

As the conservation NOS are at such an early stage of implementation, their impact - and that of related vocational qualifications - is not yet especially evident. However it is already shaping strategic skills planning behind the scenes. The standard is adding real weight to our training activities, including our Annual School. It is also adding authority to many bids for sector training support, especially those being made by the IHBC and our partners to the Heritage Lottery Fund in 2013.

While our work in the NOS represents a less familiar side of educational infrastructure, we have also maintained a typically practical response to practical issues such as the economic downturn, promoting services and support specifically tuned to our more straitened times.

Most important for the IHBC as a charity has been the recasting of subsidies to members in need. In order to better target needs while maintaining a cost-effective simplicity in our fee structures, we have introduced a simplified, income-related standard subsidy of 50 per cent to those on lower incomes - our concessionary rate - and extended that with a hardship support programme for those demonstrably in need. Of course the enhanced profits from our trading arm, IHBC Enterprises, in this financial year have played a huge role in underpinning progress in our wider charitable support. This demonstrates the direct benefit our business-like approach to our work brings to our most needy members.

To help members further, the Institute has refined its membership application procedures to help guide applicants more efficiently through the assessment process. Our enhanced membership services also include the ongoing digitisation of the applications process, minimising administrative costs as well.

Nowhere were the benefits of efficient administrative support more evident than in the management of the Annual School, in which the booking and delegate management processes are now almost seamless. That hides a huge commitment of technology, specialist knowledge and volunteer time, ensuring that both organisers and delegates get the best value for their investment.

The 2012 Annual School was hosted by our South branch in Winchester. As in other years, we also reaped the rewards of warmly welcoming non-members as well as members. With 'Significance' as the theme, and distinguished speakers – many themselves IHBC members – exploring the different threads and challenges of what is an increasingly critical concept for the sector, the branch and national office together once again delivered both an educational and an entertaining experience for all, as the feedback forms confirm.

Other developments this year represent a consolidation inside the organisation. In the face of the wider economic downturn, our membership has hit a temporary plateau, currently maintaining its number at about 2,200. That reflects both a generational change, with the retirement of older members, as well as the drastic cutbacks in local authority capacity, especially severe in England. These disturbing facts are not being ignored, as readers of our NewsBlog updates well know.

Online networks such as LinkedIn, Facebook and Twitter have provided a valuable additional opportunity to raise awareness and understanding of our ambitions across an unprecedented diversity of sectors. By the end of the financial year our network membership in our LinkedIn group alone had surpassed our paying members, while in total we engaged with nearly 5,000 users across all networks. Indeed council recognised the impact of this wider awareness of our work through corresponding adjustments to our risk register.

Our other annual national advocacy event, the 'peripatetic council', took place in Godalming on 27-8 September, hosted by the South East branch. With a profile-raising reception, tours of Charterhouse School, and a practitioners' forum on 'Localism' with Tony Pidgley, Chair of the Berkeley Group, the programme constituted a substantial body of CPD and networking opportunities.

Council also progressed our governance review. We need to be sure that the organisation's structures are fit-for-purpose and its board representative, and also that our processes are adequate to the task of responding in a timely fashion to the needs of the charity. Our governance review should secure that confidence. It is a long and inclusive process, and we are fortunate that so many volunteers, branches and members already have made substantial contributions.

Marking a critical step forward in this area is the substantial improvement in corporate processes, with the agreement of detailed job descriptions and specifications for trustees. We are also engaged in building capacity across committees, especially through the encouragement of committee vice-chairs.

These are just some of the key achievements in the organisation over the financial year. As ever, council offers its special and sincere gratitude to the many volunteers who have contributed to our vast work programme over the year. Whether through serving under our national committees or within the branch operations, our volunteers ensure that the IHBC continues to serve as an effective voice of the sector and as a professional benefit to its members.

For this period, we would like to offer our particular thanks to John Preston, who has moved on from his role as education secretary in June 2012. His long-standing commitment to the educational objectives and aspirations of the IHBC is unparalleled, and we are especially relieved that he is continuing his voluntary role as vice-chair of the policy committee.

The institute's ongoing activities and operations are substantial and cannot be fully summarised in a report such as this. They are reported more widely and in greater depth across our other information services, including our journal, Context, the Yearbook, and our Membership e-bulletin, as well as the highly regarded IHBC news service, our NewsBlog, and the branch web pages.

To complete this report of our achievements, we can note particularly significant activities in line with our current corporate plan as follows:

HELPING PEOPLE

- Maintained and enhanced our publicly accessible web-based suite of information and advisory services, now with some 30,000 pages, covering news, guidance, events, branches, publications, jobs and our conservation service providers listing, HESPR
- Underpinned branch operations, capacity and support through:
 - funding and investment guided by annual business plans
 - our 2011 Branch Connection Day exploring communications
 - branch-focused meetings to develop membership assessment
 - branch web pages, and, of course,
 - council meetings
- Delivered continual improvement in access to and quality of services, including the successful implementation of the Annual School bursary programme, under the guidance of Bob Kindred MBE
- Maintained links with national and third sector interests and partnerships, including through the Annual School and with strategic bodies such as Heritage Alliance, Built Environment Forum Scotland (BEFS) and the Joint Committee of

National Amenity Societies (JCNAS), and in England the Historic Environment Forum (HEF) and National Heritage Protection Plan; the ongoing Policy Review in Historic Scotland and, perhaps most important for our members on the ground, the legislative review in Wales in which our Wales branch and national office continue to play critical roles

- Built new connections to construction and non-core heritage interests notably by:
 - enhancing links with the mainstream construction sector, including the relevant sector skills council CITB-ConstructionSkills; the Conference on Training in Architectural Conservation (COTAC), and the National Heritage Training group (NHTG), and also through the 2012 Yearbook, which we themed around ‘volunteering’ by specialists
 - maintaining representation on other critical leading bodies, including the National Planning Forum with IHBC past-chair Dave Chetwyn serving as vice-chair
- Widened public access to our services, including successfully expanding our digital social networks such as the IHBC’s LinkedIn group, which now carries IHBC-specific news from the NewsBlog as well as jobs, the NewsBlog archive itself and online editions of Context.

HELPING CONSERVATION

- Maintained our high standards of professional publications, including our journal, Context, and themed Yearbook, while also ensuring the specialist access compatible with our charitable and corporate obligations, by posting the journal online
- Continued the exploration of more formal standards in conservation, including establishing a central role in the re-writing of the British Standard for Conservation, BS 7913, all supported by our consultant James Caird, who delivered some 35 major consultation responses in addition to numerous other, often more informal, responses. Amongst these, particularly critical was the response to the listed building improvements that, not surprisingly, provided a challenging and enlightening platform for member discussions
- Maintained our substantial education and training programmes provided across our branch network – including York, Manchester and London – as detailed on our national and branch web calendars
- Continued our Gus Astley Student Award programme, including developing further the dedicated website, and selecting four winners from 42 submissions
- Extended our ‘State of the Sector’ analysis though continuing the survey of England’s local authority conservation services while also completing the coverage of Wales, supported by Cadw, and establishing an equivalent mapping for Scotland, supported by Historic Scotland, and continuing discussions for comparable assessments in Northern Ireland

- Enhanced the role and operation of inter-disciplinary skills in conservation, in particular by extending understanding and application of the infrastructure underpinning the IHBC's Areas of Competence, by:
 - securing the National Occupational Standards in built and historic environment conservation, aligned with Planning and Building Control standards, with associated vocational qualifications
 - enhancing links with conservation courses and training routes, including the promotion of the Gus Astley Student Award across a wide range of built environment and cultural courses, and the course and CPD recognition programme for conservation training activities.

HELPING CONSERVATION PROFESSIONALS

- Enhanced support for specialists seeking full IHBC membership, including pre-registration assessment
- Supported the recognition and operation of professional standards across our membership by:
 - continuing our successful promotion and testing of CPD
 - implementing new disciplinary procedures, including approving the disciplinary committee for 2012-13
- Enhanced membership services and benefits including:
 - extending online and digital access to benefits and member support
 - Promoting the IHBC's list of specialist conservation practices, 'HESPR', at IHBC-linked events
- Delivered actions in our Corporate Plan 2010–15 as agreed across our membership, with 80 per cent of targets for the second year achieved, up 10 per cent from our first year
- Widened inclusion in our management and governance by promoting guidance on increased participation through both the membership e-Bulletin and trustee job descriptions.

FINANCIAL REVIEW

The gross incoming resources for the year amounted to £334,021 (2011: £317,875). Overall, the charity's incoming resources exceeded its expenditure by £28,766 (2011: £70). This reflects a reasonable performance given the wider downturn, with reduced income from events and research. At the period end the charity had free reserves of £198,390 (2011: £168,612). Free reserves constitute unrestricted funds not represented by fixed assets. The charity's reserves are sufficient to maintain levels well within our reserves policy of six months of incoming resources.

PLANS FOR THE FUTURE

The future plans of the IHBC are encapsulated in our Corporate Plan 2010-15, approved at the IHBC's 2010 Annual General Meeting. These include:

- extending support for our membership and across the sector, despite the wider economic constraints
- raising the profile of the institute
- continuing our review of governance
- developing the infrastructure and profile of our charitable operations
- progressing the review and renewal of our corporate plan for 2015.

This report is based on that approved by the trustees on 21 March 2013 and signed on their behalf, by Jo Evans, chair and trustee, and Richard Morrice, treasurer and trustee.

SUMMARISED ACCOUNTS FOR THE YEAR ENDED 30 SEPTEMBER 2012

STATEMENT OF FINANCIAL ACTIVITIES (incorporating income and expenditure account) FOR THE YEAR ENDED 30 SEPTEMBER 2012

	<u>2012</u>	<u>2011</u>
	£	£
Incoming resources		
Incoming resources from generated funds		
Activities for generating funds	269,725	224,331
Investment income	1,549	1,479
Incoming resources from charitable activities	<u>62,747</u>	<u>92,065</u>
Total incoming resources	<u>334,021</u>	<u>317,875</u>
 Resources expended		
Costs of generating funds		
Generating voluntary income	2,330	5,107
Charitable expenditure		
Charitable activities	101,408	114,632
Governance costs	<u>201,517</u>	<u>198,066</u>
Total resources expended	<u>305,255</u>	<u>317,805</u>
 Net income for the year	28,766	70
Total funds at 1 October 2011	<u>180,864</u>	<u>180,794</u>
Total funds at 30 September 2012	<u>209,630</u>	<u>180,864</u>

All activities derive from continuing operations.

For the year ended 30 September 2012 all incoming and outgoing resources were unrestricted funds.

BALANCE SHEET AS AT 30 SEPTEMBER 2012

	2012	2011
	£	£
Fixed assets		
Tangible assets	1,240	2,252
Investments	10,000	10,000
	<u>11,240</u>	<u>12,252</u>
Current assets		
Cash at bank	195,462	184,041
Debtors	59,222	16,128
	<u>254,684</u>	<u>200,169</u>
Creditors: amounts falling due within one year	<u>(56,294)</u>	<u>(31,557)</u>
Net current assets	<u>198,390</u>	<u>168,612</u>
Total net assets	<u>209,630</u>	<u>180,864</u>
Unrestricted funds	<u>209,630</u>	<u>180,864</u>

These summarised accounts are an extract from the statutory annual report and accounts for the financial year ended 30 September 2012 which have been subject to an Independent Examiners' report issued by Larking Gowen, chartered accountants.

Larking Gowen has confirmed to the board that the summarised accounts are consistent with the annual report and accounts for the year ended 30 September 2012.

These summarised accounts may not contain sufficient information to gain a complete understanding of the financial affairs of the charity. The full annual accounts, the council's report and the Independent Examiners' report on those accounts may be obtained from Lydia Porter at the IHBC Business Office, email admin@ihbc.org.uk.

The financial statements were approved by the board on 21 March 2013 and signed on its behalf by Joanna Evans, chair and trustee, and Richard Morrice, treasurer and trustee.

ELECTION OF OFFICERS AND NOMINATION OF BRANCH REPRESENTATIVES

ELECTION OF OFFICERS

At the time of going to press, the following nominations have been endorsed by the IHBC's council and received at the registered office of The Institute of Historic Building Conservation:

Chair

Mike Brown
standing for election

Vice Chair

Emilia Hands
standing for election

Treasurer

Richard Morrice
standing for re-election

Secretary

Eddie Booth
standing for re-election

Education Secretary

David McDonald
standing for re-election

Policy Secretary

Nomination pending

Membership Secretary

Paul Butler
standing for re-election

Communications & Outreach Secretary

Charles Strang
standing for re-election

NOMINATION OF BRANCH REPRESENTATIVES

At the time of going to press, the following members have been nominated by their branches as representatives on council. The meeting needs to confirm their nomination:

Scotland

Stuart Eydmann

Northern Ireland

nomination pending

Wales

Nathan Blanchard

North

Geoff Underwood

North West

Crispin Edwards

Yorkshire

David Blackburn

East Midlands

Roy Lewis

West Midlands

Charles Shapcott

South West

James Webb

South

Julia Foster

South East

Sean Rix

East Anglia

David Andrews

London

John Webb

MOTIONS TO THE AGM

Motions to the Annual General Meeting shall be made in writing to the secretary in the names of a proposer and seconder, both to be full members, at least 21 full days prior to the AGM.

Full details of the institute's AGM procedures are contained within Section 5 of the Articles of Association of the Institute of Historic Building Conservation (see under About IHBC, Business Papers, on the IHBC website).

At the time of printing one motion has been received at the institute's offices.

- 6.1 A motion that encourages the IHBC to provide integrated and structured support for IHBC Affiliates to progress to full professional membership; proposed by Jo Evans, seconded by Nathan Blanchard and Sheila Stones, and recommended to the AGM by the council of the IHBC

This AGM calls on the institute to give priority to providing integrated and structured support for Affiliates to progress to become Full Members of the IHBC, in accordance with its charitable remit, and so help address the reduced capacity and skills in local authorities to support training, education and career progress for future conservation professionals.

MINUTES OF THE ANNUAL GENERAL MEETING OF THE INSTITUTE OF HISTORIC BUILDING CONSERVATION 2012

Held at The Guildhall, High Street, Winchester on Friday 22 June 2012

Chair: Trefor Thorpe, IHBC President

Present

Kate Baxter-Hunter	Emilia Hands	Robert Platts
Chris Bennett	Paul Hartley	Lydia Porter
David Birkett	Charmain Hawkins	John Preston
David Blackburn	Sarah Homer	Stewart Ramsdale
Rachel Booth	Tracey Ingle	Paul Rhymes
Eddie Booth	Lesley Johnston	Stephen Rickards
Mike Brown	Lynda Jubb	Seán Rix
Adrian Browning	Bob Kindred	Jane Roylance
Nichola Burley	Mary King	Graham Steaggles
Paul Butler	Gary Linder	Sheila Stones
Alan Byrne	Ian Lucas	Kevin Stubbs
James Caird	Ian Lund	Michael Taylor
Jonathan Clarke	Richard Majewicz	Jonathan Taylor
Alison Davidson	Liz Marten	Trefor Thorpe
Anne Davies	Elizabeth Mayle	John Townsend
Roger Dowty	David McDonald	Nicole Twort
Crispin Edwards	Pozy Metz	Varian Tye
Martin Ellison	Beverley Mogford	Robin Uff
Judy Enticknap	Richard Morrice	Clare Vint
Jo Evans	Freya Morris	Charles Wagner
Julia Foster	Fiona Newton	Rose Wakelin
Phil Godwin	Seán O'Reilly	Robert Walker
Frank Green	Chloe Oswald	Stuart West
Philip Grover	Helen Parvin	Chris Wood
David Haigh	Bridget Pereira	John Yates

1 Apologies for absence

Chezel Bird	Diana Evans	David Rawlins
Nathan Blanchard	Rachel Godden	Dennis Rodwell
Stephen Bradwell	Chris Hawkins	Michael Rowan
Franziska Callaghan	Robin Kent	Carole Ryan
Jenifer Carlile	Roy Lewis	Geoff Underwood
Kate Dickson	Deborah Mays	Sue Whitehouse
Richard Eckersley	Mike McConnell	

2 Minutes of the AGM held on Friday 17 June 2011 and matters arising

The minutes were circulated prior to the meeting with the council's report and the accounts. The minutes were proposed by Mike Brown, seconded by Julia Foster and accepted by the meeting as an accurate record. The president, Trefor Thorpe (TT), then signed the minutes.

3 Council's report

Jo Evans (JE) thanked those attending the meeting. She noted that since the last AGM it had been a year of change including localism, NPPF, a VAT increase and changes to consent regimes and the institute works hard to keep its members updated on these and other issues.

Once again the IHBC had responded to a large number of consultations and she thanked the consultation panel and James Caird for swift efficient responses. Project work had been particularly busy with joint projects such as Stopping the Rot with English Heritage which is a tenable example of the professionalism of the institute.

Despite all the positive things the institute was not resting on its laurels and is undergoing a governance review. Although not an exciting thing it is important to review and strengthen the organisation. A consultation on the issues raised will be circulated to the membership in due course.

JE said all this has been achieved by the work of volunteers – school organisers, branch committees, panels, committees, trustees and the national office team of Seán O'Reilly, Fiona Newton and Lydia Porter, supported especially by Joanna Theobald and Peter Badcock, on IT, and Carmen Moran, on membership administration. She thanked all for their hard work.

4 Accounts for 2010–2011

IHBC treasurer, Richard Morrice (RM), reported that figures for the year to 30 September 2011 were in the papers circulated to members and were in line with expectations. Income from main sources was holding up in this time of economic difficulty. He confirmed that summarised accounts had been lodged with Companies House, the Charity Commission and the Office of the Scottish Charity Regulator. There were no questions.

Under Resolution 1 the accounts were recommended to the meeting, the approval of which was proposed by Emilia Hands, seconded by John Preston and agreed by the meeting.

Under Resolution 2 the appointment of Larking-Gowen as accountants was recommended, the approval of which was proposed by David McDonald, seconded by David Blackburn and agreed by the meeting.

5 Election of officers

The president drew the meeting's attention to the list of officers for election as printed in the AGM papers. The one change was that John Preston (JP) was stepping down and that David McDonald was standing as education secretary. This nomination was unopposed.

The posts of chair, vice chair, treasurer, education secretary, policy secretary, membership secretary, communications and outreach secretary and secretary to the IHBC were voted for en bloc, and were proposed by Seán Rix, seconded by Liz Mayle and agreed by the meeting.

The nominations of branch representatives who are also trustees were also listed in the AGM papers. EB said there was now a nomination for the London branch, and this was John Webb, though unfortunately there had been no nomination for Northern Ireland. Following the amendment the nominations were dealt with en bloc, and were proposed by Sheila Stones, seconded by Robert Walker and agreed by the meeting.

6 Motions to the AGM

The president noted that no motions can be taken at the meeting as members have to be notified properly in advance of the meeting. However any issues can be raised in the open discussion following completion of the AGM's formal business, and can be considered by council.

This completed the official business of the Annual General Meeting which was followed by an open discussion.

7 Any other business

- 7.1 The president thanked JP for his outstanding commitment and tremendous support over many years as education secretary and before that as the East Anglia branch representative. The institute was very grateful to him for the support given in a number of roles which continues with his involvement in the Green Deal and a presentation was made. JP thanked the meeting and confirmed his support would continue in other roles.
- 7.2 Clare Vint raised a question regarding membership fees. For many IHBC is a secondary professional membership and although she appreciated that a previous AGM had agreed to inflationary subscription rises some, like herself, who work outside the UK are not able to take advantage of claiming back a proportion of the fees against tax. As a result she may have to consider not renewing in future. RM said that costs do increase and therefore in order to maintain all the institute does, subscriptions have to rise too. For some members IHBC is their only professional membership and the vast majority can claim the tax relief so should take advantage of it. He will remit the question to council for consideration.

TT said he felt IHBC subscriptions were exceptionally good value. EB said he had been chair at the time subscriptions rose 60 per cent. At that point it was either do that and build up the institute or become an also ran. He is also a member of RTPI and finds much more benefit from IHBC than three times the cost for RTPI.

Seán O'Reilly pointed out that from this year a hardship fund was available towards subscriptions for members who were in real need. Each application is looked at on a case by case basis so there is an opportunity for help.

- 7.3 Phil Godwin asked if as part of the governance review the role of branches was paramount in the future structure of the institute. JE confirmed that that was the case. She said branch involvement was at the very core of the institute and helped to make it responsive and friendly.
- 7.4 Finally TT thanked council for its support in his first nine months as president. He also thanked those who work tirelessly for the institute, its staff, Seán O'Reilly, Fiona Newton and Lydia Porter, its consultants, James Caird, Carmen Moran, Peter Badcock and Joanna Theobald and its publishers Cathedral Communications.

The meeting closed at 6.15pm.

