

# Minutes

## Meeting of East Midlands Regional Management Board

29 January 2009 Meeting commenced: 10.15; meeting closed 13.10  
Blaby D.C.

### Present

D.Gould (DG), R.Smart (RS), R.Howell (RH), Lisa Forshaw (LF), Steve Bidwell (SB), Ella Minhinnett (EM), Lisa Cobb (LC), Sue Price (SP)

		Action
1	Apologies for absence	Received from Andy Statham, John Freear, Sian Buckley, Mike Arnold, Peter Minhinnett, Anneliese Anderson
2	Minutes of the last meeting and matters arising	<p>The minutes of the last meeting were AGREED as being a true record.</p> <p>Peter invited to attend but unable to due to prior commitment. EM advised that he wishes to attend Board meeting at earliest convenience.</p> <p>RH advised that he had now received an e-mail from Barrie Sheard. Branch representatives to identify retired members needs in their areas to confirm what if any further action the Region may need to take. Invite to Regional Conference meal remains a possibility. EM confirmed that this would not pose a logistical issue for organisers.</p>
		Branch Reps

3	Correspondence	<p>ISIG meeting invite to Regions – LF advised she may well attend and would represent Region if she did.</p> <p>Retired Members – Barrie Sheard's e-mail already discussed.</p> <p>RH advised the meeting that he had received an e-mail from Andrew Gardener at CIEH concerning submission of final accounts. RS confirmed in hand.</p> <p>Request from Jon Buttolph for details of Branch/Region Study Groups. Circulated to Branch Reps. Responses given.</p> <p>CIEH no longer post out documentation to Secretaries.</p> <p>SB advised that CIEH now have new communications officer.</p> <p>LF advised that the MyCIEH site was still not live.</p> <p>E-mail from Mike Arnold advising that he had taken a temporary post in the Channel Islands. He had offered to continue to work remotely if a replacement was not forthcoming. Board agreed that MA should continue in role if no replacement forthcoming but that Branch Reps should seek out possible volunteers with a view to supporting MA through this period.</p> <p>EM advised that Regional Conference Group would not require replacement for MA during this period as the necessary work had been done.</p>	LF	RS	Branch Reps
4	Treasurers Report and Feedback from CIEH Forum	<p>Checked Accounts presented.</p> <p>RS attended CIEH meeting earlier in month expecting decision on budgets. Decision still not made. There had been 5 late budget submissions – only North West and East Midlands of those 5 were in attendance. CIEH looking to save £140,000. Regions/Branches with large reserves (not EM) expected to cut back. Matter being passed to Resources Board. RS estimates £2 per head capitation fee with £2000 - £3000 on top.</p>			

		Region Membership currently stands at 805 total with 601 paying members.	
		Special Projects fund being provided by CIEH. Board asked RH to submit bid to this fund for monies to support admin for 5 + 1 and Regional Conference.	RH
		In 2008 no money was paid out to Lincolnshire because of minimal activity. Board recorded its concern over current position with Lincs branch. Board agreed that there was a need to look at which areas needed funding and support rather than just issuing lump sum to each branch.	
		RS confirmed that the student bursary for conference would be available.	
5	Trustees Report	Only SB present. Advised no changes with trustees apart from John Freear who as Chairman is now ex officio member on all CIEH committees..	
6	5 + 1	5 + 1 project is going very well. All LAs signed up. Programme for first day progressing well. No housing in 2009 programme but DASH provide low cost training in region for this subject area.	
7	Website update	Website still not inspiring – SB to take this back to CIEH	SB
8	Any other business	LF gave feedback on ISIG report. Issues raised- Bank accounts still need to be sorted DG to sign letter for Region £30 to be paid to EHWAU PM to attend next available meeting.	RS DG RS
		LF advised that Derbyshire had made profit from two seminars and would not be calling forward funds from Region as a result. Derby AGM had two excellent speakers – Sharon Smith CIEH and Steve Miller HoS LB Newham talking about 2012 Olympics – 40 attended.	
		EM advised that third of speakers were now definite for Regional Conference. Graham Jukes would be opening the Conference. The organisers' intention is to make this a carbon neutral conference. The Board commended this. Dates 7 – 8 May 2009 £140 p[er day or £280 residential. Places would be available for 10	

		students.
9	<b>Date of Next Meeting</b>	23 February 10.00 LGEM, Melton Mowbray Meetings to be timetabled in for every two months .