

Cymru Wales IMB Region Meeting Minutes

20th June 2007 10.30 – 12:55 (CPD = 2hrs 25mins)

Hotel Commodore, Llandrindod Wells

Present	Apologies
Rowan Hughes Mark Elliott (Trustee, Secretary) Arthur Fidling Andy Arthur Richard Marshall Sarah Johns Rob Johnston Chair Bryn Jones Euron Thomas Steffan Micah	Jane Davies Carys Fon Williams Paul Belcher Naomi McDonagh Chris Brereton Ronnie Alexander Julie Barratt Lewis Smith Lisa Elliott Kendal Davies (Trustee) Dave Dier

Minute Ref.		ACTION
2007/06/001	Apologies	Noted
2007/06/002	IMB Members Agenda Item 8	
	<p>Eryri Carys Fon Williams Steffan Micah Euron Thomas</p> <p>NEW Arthur Fidling TBC TBC</p> <p>Dyfed Jane Davies Naomi McDonagh TBC</p> <p>Glamorgan Andy Arthur Rowan Hughes Sarah Johns</p> <p>Gwent Richard Marshall</p>	<p>ACTION: Branches to inform IMB Secretary of MB representatives. Secretary to write to Branch Secretaries requesting names by 30 November 2007 and AGM to be held and accounts to be ratified by 31 December 2007.</p>

	<p>Lewis Smith Lisa Elliott</p> <p>Branches to inform the Secretary of MB representatives for 2008. This should be undertaken as soon as possible and representatives should be clear that they will be the IMB representative until the end of 2007 and then MB representative in 2008.</p>	
2007/06/03	Business Plan Update Agenda Item 4	
	<p>Submission should be made by 30 June 2007 to be considered by the Forum on 17th July at Chadwick Court.</p> <p>Comments from HQ: Page numbered, contents list. Clear process for election of MB. Poorly addressed.</p>	ACTION: Agreed to keep the present structure which is working. To complete the Business Plan with an income and expenditure and submit by 30 June 2007.
2007/06/04	CIEH HQ Low Cost Training.	
	<p>Whilst this is welcomed the CIEH Cymru Wales Region is undertaken low cost training already and has done so for many years. There is little merit for the Region going along this route at this time.</p>	ACTION: Not to take this up at the present time.
2007/06/05	Reports from Branches / Officers Item 5	
	<p>Reports received.</p>	
2007/06/06	CIEH Website Agenda Item 6	
	<p>A discussion took place on the CIEH Cymru Wales website. Whilst the website did contain a wealth of information some of it is out of date. It was felt it was hard to navigate. This was an important resource for members.</p>	AGREED: For IMB members to consider how the website could be improved and to report to the next meeting.
2007/06/07	ELP Workshops	
	<p>Offer to hold workshops. One has been arranged in South Wales and will be held at Torfaen Council Offices in Cwmbran at the end of September / early October.</p>	AGREED: Richard Marshall and Lisa Elliott to organise the ELP Workshop

	An event is needed for North Wales. Euron to organise one in the north.	in the South. ACTION: Euron to organise North Wales ELP event
2007/06/08	Six Pack Training 2007/2008 Agenda Item 3	
	<p>Thanks to Dave Dier for organising the 12th July 6 Pack</p> <p>Dates have been booked for 2008-09 6 Packs.</p> <p><i>12 July 2007 – Dave Dier - Nuisance</i> <i>27 September 2007 – Rowan Hughes – Smoking Ban</i> <i>22 November 2007- <u>Lead Officer needed</u></i> <i>17 January 2008 – Rob Johnston - Noise</i> <i>28 February 2008 – Andy Arthur & Richard Marshall – Housing Topic.</i></p> <p>Update session 5 June 2007 at QED well attended, 15 approximately attended Conwy.</p>	AGREED: Lead officers for all apart from one 6 pack date.
2007/06/09	Weekend Study Course 2008 (and 2007) Agenda Item 2	
	<p>2008 - Lisa Elliott is the lead officer working with Richard Marshall and Lewis Smith. Possible dates, venues and speakers being considered. Need to attract sponsorship.</p> <p>2007 – Congratulations to the organisers on an excellent Study Course. Bryn reported on the income and expenditure for the Weekend Study Course 2007. The evaluation information gathered was considered.</p>	ACTION: Richard Marshall and Lisa Elliott to be lead organisers of the Weekend Study course 2008.
2007/06/10	Minutes of Meeting 21 March 2007 Agenda Item 7	
	<p>Proposed: Richard Seconded: Rowan</p> <p>Andy reported on a members questionnaire and using technology. It would cost approximately £100.</p>	AGREED: Andy to proceed with web based questionnaire

2007/06/11	AOB Item 9	
	<p>1. Production of an Information Card for members. To include: Schedule of Meetings for MB. MB Members etc. 6 Pack dates, Weekend Study Course date.</p> <p>2. Coordinator Hours. The coordinator has used the hours allocated. The IMB approve the hours worked so far. Consideration of the hours needed to assist and deliver the 6 Packs and Weekend Study Course.</p> <p>3. Consideration of Resources: The Region held a reasonable reserve on account. It was requested that consideration be given to using this asset to assist the CIEH in the best possible way.</p>	<p>AGREED: To produce an information card.</p> <p>ACTION: Sarah</p> <p>AGREED: For the Treasurer to increase the hours to deliver agreed outputs and to pay the hours worked, with the Treasurer's agreement and control.</p> <p>ACTION: Bryn</p> <p>ACTION: All to consider possibilities.</p>
	Meeting closed at 12:55pm	