

## Minutes of the Branch Meeting – 19 April 2004

### Present

Eddy Fox – Newsletter Editor (joint)  
 Nick Harrison – Secretary  
 Rachel Devine – Treasurer (Chairwoman of meeting)  
 Gordon Willis – Newsletter Editor (joint)  
 Jan Barton – Events Co-ordinator (joint)

### 1. Approval of the notice of the meeting

Proposed - NH  
 Seconded – RD

### 2. Apologies

John Kennedy  
 Simon Dowse  
 Kate Lynch  
 Emma Barker  
 Nick Kennerley

### 3. Previous Minutes

- 3.1. Cube membership subscription for 2004 has now been paid
- 3.2. RD still to discuss arrangements with the CUBE for launching web information and link to NWBLI website.  
 NH to supply appropriate details from the NWBLI website **Action RD/NH**
- 3.3. 'Summer Ball' - EF still to contact Tamesis to discuss the extent of their services for a £500 fee  
**Action EF**
- 3.4. NH still to supply images from the Practice Evening for the MMU website. NH to contact EB/NK to discuss requirements  
**Action NH**
- 3.5. Articles for Space are still to be prepared by Student Reps  
**Action EB/NK**
- 3.6. RD confirmed that printing costs for the last issue of Space have been paid
- 3.7. RD noted that payment for catering is still to be received from Bauder, for the last CUBE event. RD to chase up  
**Action RD**
- 3.8. JK still to confirm the date of the next LI Council meeting  
**Action JK**
- 3.9. Minutes approved

### 4. Chairman's Report

- 4.1. No report (points raised via email were discussed elsewhere in the meeting)

### 5. Events

- 5.1. **WSP** Talk at the Cube – 21 April 2004
  - Catering to be arranged as for the Bauder talk. RD to make arrangements **Action RD**



5.2. **Practice Evening** – 23 March 2004

- Over 135 signatures taken on the night. Actual attendees estimated to be over 150
- Catering was generally regarded as poor and inadequate – an unacceptable standard for future events
- Drinks provision was good
- Judging to commence earlier in the evening next year.  
The winning entry by Atkins was featured in Prospect Magazine. JB to contact Atkins regarding their display at the National Awards **Action JB**  
Scott Wilson, as runner up, also to display at the National Awards
- The MEN reporter does not appear to have followed up with an article
- LI supported the Evening to the value of £2100 (future events on this scale will require sponsorship)
- JB to start making enquiries for next years event – Manchester Town Hall could be a suitable alternative to Urbis
- Schools career groups to be invited to future Practice Evenings
- Flyers/leaflets to be provided at future Practice Evenings, giving details of the NWBLI with the aim of generating greater support and interest in the Branch

5.3. **Summer/Autumn Event**

- Date – late September
- Venue – Liverpool, possibly the Everyman. JB to investigate **Action JB**
- Wayne Hemmingway may be a potential speaker

5.4. **Whitehaven**

- A Landscape Architect from BDA involved in the scheme has offered to give a talk about the harbour regeneration. (As summer approaches it will not be feasible to see the lighting scheme)
- The harbour is currently undergoing accident repairs. Therefore the event will be delayed until complete

5.5. **Hornsea Presentation**

EF to contact Simon Ward (Atkins) to discuss making their PowerPoint presentation at the CUBE. This has subsequently been arranged for Tuesday 25 May  
Details to be circulated via RIBANW contact list if possible **Action JB**

6. **Student Representative's Report**

6.1. No report

7. **Newsletter Editor's Report**

- 7.1. JB to prepare report on Practice Evening **Action JB**
- 7.2. EF to contact Simon Ward with regard to including the Atkins press release in Space **Action EF**
- 7.3. EF to include a report on the Bauder and WSP events in the Introduction **Action EF**
- 7.4. Practice Feature – most appropriate would be Atkins – EF to contact Simon Ward **Action EF**
- 7.5. Millennium Park Project, Chicago, article to be prepared by GW **Action GW**
- 7.6. Article on USA/UK student comparisons prepared by the student reps to be included if available. EF to chase up **Action EF**
- 7.7. Sponsorship for colour issues agreed at £150
- 7.8. Deadline for next issue – 30 April
- 7.9. Space to be sent to printers – 7 May



**8. Treasurer's Report**

- 8.1. Current bank balance - £1100 (this should rise to approx £1800 when outstanding cheques are paid into the account)
- 8.2. Next subscription is due from the LI in September

**9. Secretary's Report**

- 9.1. The following report was presented (*comments in italics*)

**1. WSP Event**

Has been included in the Events section of Landscape Review

**2. Website**

- 2 job adverts have recently been posted on the website – one from Wyre Council, and a second from Chester City Council
- The Practice Evening images have been posted on the website. The MEN didn't want any of the images I sent (!)
- Website annual subscription is due again – will contact Casey's to enquire if they would like to continue sponsorship

**Action NH**

**10. Branch Representative's Report**

- 10.1. No report
- 10.2. Date of next meeting at the LI to be confirmed by JK

**Action JK**

**11. Sponsorship**

- 11.1. SD to progress

**Action SD**

**12. AOB**

- 12.1. No issues raised

**13. Date of Next Meeting**

Monday **17 May 2004** @18.15 – at EF's office, Castlefield  
EF to circulate location details

**Note – all  
Action EF**

**Circulation**

All present  
John Kennedy  
Simon Dowse  
Kate Lynch  
Emma Barker  
Nick Kennerley

NH – 23 April 2004

