

## Minutes of the Branch Meeting –

### Present

Graham Marshall – Chairman (elected 25<sup>th</sup> January 2006)  
 Jonathan Miley – Newsletter Editor  
 Lucy Garrett- Newsletter Editor  
 Paul Gray – Member  
 Susan Bone – Events Coordinator  
 Nick Harrison – Branch representative  
 Ian Fisher – Member  
 Kelda Platt – Member  
 Rachel Devine – Treasurer  
 Liz Quispe - Member  
 Adam Rout – Student Representative  
 Tom Biddle – Member  
 Katrine Heath – Secretary

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

Proposed NH  
 Seconded JM

#### 2. **Apologies**

None

#### 3. **Previous Minutes**

3.1. Issued and approved

#### 4. **Secretary's Report**

4.1. Nothing to report

#### 5. **Treasurer's report**

5.1. Not much money has left the account, so no change since last month.  
 5.2. Monies reserved for practise evening in March.

#### 6. **Website Editor's Report**

6.1. None

#### 7. **Newsletter Editor's Report**

7.1. LG noted that the last newsletter went out successfully and there was a positive feedback especially regarding the poem.  
 7.2. LG awaiting and article from Broadway Malayan. **Action LG**  
 7.3. Kelda Platt suggested that The Forestry Commission could complete a practise profile, LG has formulated some rough questions for this. **Action LG**



- 7.4. Deadline for articles is the second week in February.
- 7.5. The LI is preparing a regional plan, it will contact all practises in the Northwest to submit profiles or articles. The LI as asked the branch to help coordinate the articles and profiles. JM suggested we could advertise within Space.
- 7.6. Ian Fisher would like to write something for MMU regarding the Landscape course content etc.
- 7.7. IF also pointed out that it would be interesting to create a theme or critique so the submission to the LI is more than a series of practise profiles.
- 7.8. PG suggested we should make an effort to get people involved who don't normally get involved, for instance bringing in people from the NW peripheries (Cumbria etc).
- 7.9. PG also suggested approaching NWDA and asking them to submit an article, perhaps representing the best of the Northwest. **Action PG**
- 7.10. JM/LG suggested setting up a sub committee. **Action ALL**
- 7.11. LG is to speak to Joe Gardiner about possibly submitting pages from the branch directly. **Action LG**
- 7.12. A reminder of the tree event is to be put into the next e-mail newsflash, there are currently 10 places left. **Action LG/JM**

## 8. Student Representative's Report

- 8.1. None

## 9. Events

- 9.1. Adobe Acrobat lunchtime seminar to be arranged. SB to confirm if the organisers can hold the seminar at their premises. IF suggested if the organisers premises are unavailable that MMU may be able to provide space on Wednesday afternoons. Date and venue to be confirmed. **Action SB**
- 9.2. The practise evening will take place during the week beginning to the 20th March 2006. Marion Bowman is to be invited and her availability needs to be agreed.
- 9.3. The date and venue of the practise evening is to be agreed. This years event could be the practise evening and Northwest supper as one event. Possible venues are URBIS the Lowry and CUBE. SB to check availability and prices. RD to forward previous information. **Action SB/RD**
- 9.4. The event will possible cost in the region of £1000 a combined event will need a ticket price to cover additional costs.
- 9.5. NH is to remind Dan over about the Garden visit, this has yet to be confirmed. **Action NH**
- 9.6. The next event is Trees in relation to construction 8<sup>th</sup> February 2006 at Myerscough college. Contact RD for details.
- 9.7. CUBE has now reopened, its running cost have changed membership P/A is £200 this entitles the holder to 10% off room hire. **Action RD**
- 9.8. The LI are holding a series of PPE road shows which will be open to all about the forthcoming changes to the PPE. The event will be an interactive workshop. The Northwest event is set for the 25<sup>th</sup> April 2006. A venue has yet to be decided but this could be either Barca or the university depending on space requirements. PG is to contact the LI to confirm space requirements. **Action PG**
- 9.9. PPE revision session to be organised for the first weekend in August. (Contact Eddy Fox) **Action PG**
- 9.10. Tobemore Design Competition have now extended the competition deadline SB to confirm progress. **Action SB**
- 9.11. Student Awards are scheduled for the 16<sup>th</sup> June 2006





north west branch of the landscape institute

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9.12. It has been suggested we organise events up to a year in advance, this could be the theme for next months meeting

**11. Branch Representative's Report**

11.1 No report – AGM 26<sup>th</sup> February 2006 (previously deferred form Autumn 2005)

**10. AOB**

10.1.RD and SB to attend a meeting at RENEW regarding integrated CPD events across professions.

10.2.Set agenda for next meeting, in future focus on different issues each month.

10.3.GM is to speak to Simon Dowse about his role as chairman and ho to develop role.

10.4.GM interested in developing chairman role to raise the member enthusiasm and NWBLI profile.  
Possibly state our aims for the year in Space and develop our mission statement.

**11. Date of Next Meeting**  
**TBC**

**Note – all**

**Circulation**

All present  
Eddy Fox

KH 03/02/06

