

# North Somerset Bee Keepers



## Minutes of committee meeting held on 16<sup>th</sup> July 2018

### 1.0 Present

- Jenny Wakenshaw
- Heather Pitch
- Richard Ellis
- Annabel Lewis
- David Capon
- Adrian Wells
- Stan Wroe
- Rob Williams
- Rob Francis
- Janet McCulloch

**Apologies** were received from: Garry Packer, John Banks and Paddy Brading

### 2.0 Minutes of previous meeting

### 3.0 Matters arising

3.1 Action: Draft publicity for the bee diseases day. AL.

There were 57 attendees and very good feedback. The committee had previously discussed donating profits to David Barrett of Langford Apiary to set up a new apiary as a teaching apiary. Profit from the day was £339.75.

Heather mentioned that she had submitted an article that may be of interest in local press and asked if it had been forwarded to relevant publications. AL replied that it is on her "to-do" list.

Action: Arrange for payment of profits to David Barrett. AL/RE

Action: An article and photos to be submitted to North Somerset Times and Mendip Times. AL

3.2 Action: Advertise the event with other Avon branches. JM - completed.

### 4.0 Chair's report

4.1 Action: Check rules on awarding honorary membership. JM

Honorary membership of BBKA is reserved for someone who has made a substantial contribution at a national level. A form is completed and submitted to the BBKA Secretary and considered by the committee.

At local level, branches can agree their own procedures for selecting and awarding Honorary membership.

Action: Inform Shirley Stevens of the committee's intention to award her Honorary Member. GP

### 5.0 Treasurer's report

5.1 Action: Add future use of the Designated Fund to next Committee Meeting's Agenda when RE is in attendance. JM, RE and Committee.

As the branch has funds accumulating year on year, it was considered we should have plans for future expenditure. RE reported that some funds have been set aside for future apiary site developments, and for purchase or replacement of equipment for the site. As we can demonstrate that we are

spending money on fostering beekeeping and training, RE considered that we may need not do anything more.

- 5.2 Action: Update Committee on the bank mandate for online payments and access by all signatories. RE.

All signatories have authority to view the branch account online. They need to set up own access and password. This may help online payments which currently needs two handwritten signatures.

Action: Signatories to set up own access. RE, SW,

- 5.3 Action: Add land ownership to next agenda. JM (see 8.3)

- 5.4 Action: Obtain a copy of the constitution and share with the committee. JM

The branch constitution that was agreed in 2003 was shared with committee. It was agreed that it seemed good enough for current use. We need to update title to this year and bring forward for annual review.

Action: Update text of constitution with current date. JM

Action: Add updated constitution to the website JM/JB

- 5.5 Action: Chase up uncashed cheque with BIBBA. JB. Not present.

Still outstanding.

## **5.6 Future use of branch funds - discussion. AL**

This was covered in 5.1.

## **5.7 Treasurer Update**

Report submitted. The branch account continues to be in a healthy state.

## **6.0 Membership secretary update**

- 6.1 Action: Update members on GDPR via a newsletter item. JM, SW.  
Completed

- 6.2 Action: Liaise with SW regarding role of membership secretary and start shadowing. HP/SW

This is in hand is the wrong time of year to make a start. The new BBKA GDPR arrangements may supersede current arrangements.

## **7.0 Secretary's report**

- 7.1 Action: Committee focus in next newsletter. JM.

It was generally considered that it is the wrong time to do this, as several committee members are coming up to the end of their period of office. It was suggested that the newsletter focuses monthly on one officer who is continuing in post; then focus on posts becoming vacant in the edition pre-AGM and then include an item on the new committee after the AGM.

**Action: Include items on committee members in future newsletters as agreed. JM**

- 7.2 Action: Members without portfolio to consider volunteering for committee officer posts.

RW has volunteered to take over from JB as programme manager. SW is taking over as apiary manager from DC, and PB is taking over as education officer from RF. HP is taking over as membership secretary.

RE's term of officer is coming to an end but he is happy to carry on. It will still be necessary to train someone up to succeed him in due course.

### **7.3 Long service awards**

BBKA has a nomination form for members who have been beekeepers over 50 years. Although the names of Reg Stevens and Clive Wells had been put forward to the Avon Secretary, it doesn't appear any action was taken. We should have received a certificate to present to the nominees as we wish. BBKA had confirmed that neither nominee were registered.

Action: Seek clarification of the process from Avon and BBKA. JM

Action: Re nominate Reg and Clive. AL/JM

### **7.4 Communicating with new members**

The process for communicating with members when they first join appears to have gone on the back burner and needs to be re-introduced.

Action: Discuss minimum communication needs and process. SW/JM.

Action: Consider setting up a group to agree contents of a potential welcome pack. SW/JM

### **8.0 Apiary Manager's report - Report from David Capon**

8.1 Action: Update the website with the apiary new rota. JB Completed

8.2 Action: Liaise to agree working arrangements. DC/SW Completed

### **8.3 Land ownership - discussion. DC**

Initially the branch had entered into a 5 year agreement with Solar Sense which was followed by rolling verbal agreements. Recently it has become apparent that Solar Sense is selling two plots of land for two luxury homes with land. It had been suggested that we should explore placing our apiary amongst the solar panels owned by Low Carbon Gordano, which may agree in principle.

DC suggested that alternatively it may be worth exploring buying a small piece of land.

Action: Ask Solar Sense if they would be interested in selling a small package of land. DC

Action: If Solar Sense agree to selling a piece of land, establish a small working group to consider pros and cons of purchase. DC

There was some discussion as to whether bees are adversely affected by solar panels. HP reported that a recent journal had included an article on this.

Action: Share article with committee members - HP.

Daniel Robert. AL

### **8.4 Apiary update**

There are 10 beginners' hives on site and they are doing well.

### **9.0 Programme Manager's report**

9.1 Action: Volunteer to be sought through the newsletter. AL

RW has volunteered and provided the committee with an outline of a programme of events for discussion for next year, including more topics of

interest to experienced members. This has been discussed in a small group of members. The draft programme was well received by the committee.

Action: Finalise the programme for 2019. RW.

9.2 Action: Advertise President's BBQ on website. JM/GP. Completed.

The BBQ went ahead successfully, though numbers were smaller this year.

### **10.0 Education Co-ordinator's report**

10.1 Action: Hire a portaloo for the basic assessments. RF. Done.

There have been difficulties with arranging assessments in accordance with BBKA requirements.

In handing over to PB they need be clear who is responsible for what.

10.2 Action: Report back on Bristol bee and equipment auction. RF. Not yet completed.

10.3 Action: Establish a working group to revise the courses and consider reviewing course content, materials and costs. RF, PB. Not yet completed.

10.4 Queen rearing group

This now being led by Tony Slater. About 30 queens have been bred. There is a meeting tomorrow and the group is starting to plan for next year. It is important to encourage beekeepers to raise queens generally as well as raise queens for bee improvement; so it is possible there will be two strands of work.

TS has been in touch with Plymouth University. TS and RF have written an article for the Avon Newsletter on progress to date and encourage sharing experience across Avon. JW will give an update to the meeting tomorrow on the work of Wally Shaw.

### **11.0 Swarm Liaison report**

There has been fewer swarms recently. BBKA has changed the website which might have impacted this.

AW reported that enquiries that come through the website and are forwarded to him by email arrive late and may go into the spam box. Most enquiries have been bumblebees.

Action: Copy enquiries into AW personal WhatsApp account. JM

### **12.0 ABKA Rep's report - DW not present**

### **13.0 Web-Master's report - Report from Rob Williams**

13.1 Action: Ask members if they can provide garage space for the essential items stock in a central location. JM.

Steve Boardman has agreed to provide this and its going ahead.

13.2 Action: Send Eric Sortwell's email address to Rob Williams. PB Completed

13.3 Action: Item on membership survey action plan for newsletter. RW Completed

13.4 Action: Ask Bee Inspector if laminated posters could be handed out at the Bee Diseases Day. AL. Posters and other handouts were available on the day.

13.5 Action: Ask show coordinators to make AH posters more prominent at shows. JM. Completed

## **14.0 Shows 2018**

- 14.1 Action: Send formal thanks to all show coordinators. GP Not present
- 14.2 Action: Arrange for the design and printing of flags for shows with Doveton Press. DC  
Flags are mainly needed for the North Somerset Show. DC has investigated this, but it needs to be taken forward in time for next year's show.
- 14.3 Action: Send committee contact details for Doveton Press in Bedminster. PB. Completed
- 14.4 Action: Use Doveton Press for printing for the flag. DC.
- 14.5 Only four volunteers to help with the Portishead Show  
Action: Email members a reminder to volunteer. JM  
Action: Committee members who wish to volunteer to send DC their availability.  
All

## **15.0 Members without portfolio**

- 15.1 Action: Continue to provide and publicise list of events in newsletter and website. JW, JB, JM  
The process seems to be working well. JW felt members should be encouraged to go to events. It was suggested she submits an item for the newsletter, outlining the benefits of attending educational events and describing how the branch will publicise these.  
Action: Submit article to JM. JW
- 15.2 Action: Discuss possible ways the number of entries to the shows could be increased with DC and someone who enters the show and someone who doesn't. JW  
AW has permission to make a block entry to the Winscombe Show on behalf of others. It was suggested that the branch explores the potential to manage the Portishead honey show element ourselves. It is possible the Portishead honey show will die out due to lack of entries but it may be possible to have a display of items as examples of beekeeping activity as an alternative to a honey show.

## **16.0 Any other business**

- 16.1 Action: Enquire about Bristol auction arrangements. RF  
RF is in the process of doing this.
- 16.2 Action: Feedback to committee on clashes in meetings dates discussed at Avon meeting. RF, DW.  
RF raised this issue and Avon agreed to try to improve this for next year. We need to inform Avon of our events schedule as the earliest opportunity.  
Action: Share draft events programme with Avon early. RW
- 16.3 Action: Include further information on monitoring Asian Hornets in next newsletter. JM. Completed.
- 16.4 Offer free places to members of queen rearing group to attend BIBBA conference

It was agreed to allocate £180 to the group to decide on attendance. Recipients of the funding must agree to give a presentation or to write a report for the newsletter.

Action: Make offer to queen rearing group at next meeting. RF.

#### 16.5 Branch extractors

AL has discussed extractors with Sheila James. The 6 frame extractor is getting tired and another acquired on Ebay a couple of years ago is also looking tired. They need replacing or renovating. It was suggested the best time to buy new extractors is in the winter when there are plenty in stock.

Action: Add to agenda for discussion at next meeting. JM

#### 16.6. Winscombe Michaelmas Fair

AW will contact the organiser and organise honey collections for Winscombe.

Action: Write information on the Winscombe Honey Show to go in newsletter. AW

#### 16.7 Tabards for show volunteers. JW

JW reported that yellow tabards had been worn by volunteers at the North Somerset Show. She suggested they could be purchased by the branch as an alternative to the teeshirts. This was supported but there was general feeling that the branch logo should be included.

Action: Send JW's information out with draft minutes. JM

Action: Arrange purchase of the tabards. JW

#### 16.7 Data protection

JW asked whether, in light of the new GDPR, it is still legal to ask people enquiring about beekeeping at shows to provide their email address.

It was agreed that this is legal within the new regulations.

#### 17.0 Date of next meeting

The next meeting will be held on Monday 10<sup>th</sup> September 2018 at 7:30pm at The George Inn, Backwell.