

Blagdon, Clevedon & District Beekeepers

Committee Meeting

Notes of meeting held on 3rd March 2014

1.0 Present

David Welham (DW)

Garry Packer (GP)

David Capon (DC)

John Banks (JB)

Adrian Wells (AW)

Ian Cooper (IC)

Rob Francis (RF)

Janet McCulloch JM)

Apologies were received from Richard Ellis, Steve Robinson, Annabel Lewis, Gerry Scott-Wilson

2.0 Minutes of previous meeting were accepted as an accurate record of the meeting

3.0 Matters arising (Also see under Officers' reports)

3.1.1 Purchase candle making equipment (DW)

Coloured wax has been purchased by DC and should be ready in time for the North Somerset Show

4.0 Officers' reports:

4.1 Chairman Garry Packer

4.1.1 Draft letter to Avon Treasurer, re subsidising expenditure, and discuss with RE & DW

GP reported that £200 had been sought to pay for matting, which had been declined. A further £200 had been sought for the observation hive, which had been granted. The committee thanked DW for his hard work in obtaining this funding.

4.2 Treasurer Richard Ellis (by email)

4.2.1 Draft letter and send to non-registered members

RE had sent a personal email to all those that have not renewed letting them that their membership will be deemed "lapsed" if he not received a payment by Friday 7th March 2014.

4.2.2 Send latest membership list to committee members

Completed

It was noted that we have about 111 members but several have yet to rejoin. It was suggested that RE could compare drop-out rates by year.

Action: RE

4.3 Secretary Janet McCulloch

4.3.1 Develop a table outlining start and end of each officer post

JM had drafted a table which was further completed at the meeting. This can be made posted on the website.

Action: JM/SR

4.3.2 Discuss creating a secretary email address

SR had created a free gmail address. JM had identified a number of members who were not receiving emails via the home account and will try the new gmail account and hope this rectifies the problem

Action: JM

4.3.3 Draft records disposal guidance:

Not yet completed.

Action: JM

The number of times that officers can serve in a single post was discussed and thought to be two consecutive terms but this should be checked with the terms and conditions on the Avon Beekeepers website.

Action: JM

4.4 Apiary Manager David Capon

4.4.2 Purchase notice board: Completed

4.4.3 Plan for beginners' mentors: Completed

4.4.4 Purchase observation hive: Completed

4.4.5 Check with Avon what is covered by insurance: To be completed by DW

Action: DW

4.4.6 Update list of apiary assets

Assets to be listed in a table

Action: DC

DC reported that he had ordered mats for the apiary, which should be available this week

Teams to work with beginners at the apiary are almost finalised and have been sent to AL and SR for comment.

4.5 Programme Manager John Banks

4.5.1 Advertise the skep-making and honey farm visit in the newsletter and email

Action: JM to liaise with Jan Davis

4.5.2 Contact Bedminster school

Not yet completed

Action: JB

4.5.3 Draft a paper on purchasing essential equipment

JB had circulated a draft a paper, which the committee agreed was very comprehensive and useful. It was agreed to establish a steering group and set a budget. The scheme would focus on small items possibly with an order form on the website. DC and RE volunteered to be members of the group.

Action: JB, DC, RE

4.5.4 Explore alternative venues for committee meetings

Tickenham Village Hall had proved a convenient and reasonably priced venue.

It was agreed that members of the committee should attend the last beginners session on 25th March and beginners provided with a copy of the programme

4.5.5 Programme 2015

This was discussed and will include:

- Branch Honey Show 7-2-15, DC to be the show judge
- AGM lecture: possibly history of beekeeping
- Spring beekeeping: JB to ask Ivor if he would do this or suggest a speaker

Action: DC

4.6 *Education Officer Rob Francis*

4.6.1 Arrange queen rearing workshop

Seven members had joined the queen rearing group. It was suggested the group could explore sharing their experience with the wider membership, e.g. through a blog

Action: RF to consider

4.6.2 Attend the schools workshop

The use of the website to inform schools and children about bees and what the branch and beekeeping has to offer was discussed; possibly having a tab on the site specifically for schools.

The need to consider child protection issues should more children visit the apiary was discussed. It was agreed that if parents or guardians in attendance there would be less requirement for CRB checking etc.

Action: RF, AW and SR to discuss development of a schools page on the website and implement within 6 weeks

4.6.3 Contact Sally Harden at Sidcott School

Not yet completed

Action: RF

4.6.4 Explore developing a digital library

It was agreed that the members should be asked for any examples of useful websites that could be referenced on the branch website.

Action: RF to put request in the next newsletter

4.6.5 Visit Chew Magna School

RF is meeting the Head Teacher soon with Paddy.

Action: RF

4.6.6 Update on current courses

There are 12 members taking the basic course. It was agreed that Neil Seymour should arrange assessment dates that are convenient for the assessors this year.

4.6.7 Use of the observation hive

The need for guidance on use of the observational hive was discussed.

Action: RF to draft a policy

4.6.8 Requests for teaching in schools etc.

It was suggested that other members may be willing and able to contribute to teaching engagements and that interest should be sought through the newsletter.

Action: RF to put request in the newsletter

4.7 *Swarm Liaison Officer* *Adrian Wells*

4.7.1 Develop a leaflet on swarming:

Drafts of leaflets were shared. It was agreed that an attractive and informative leaflet which included general beekeeping information should be developed and a stock produced ahead of the show season. Jan Davis has a version that has been used in the past and RF also has a leaflet. GP agreed to review the leaflets. If possible the leaflets could be handed out at the Curzon Cinema.

Action: Send GP Jan Davis's leaflet: JM

Send other leaflets: RF and AW

Review leaflets: GP

Arrange for printing and provide to each show organisers: JM

4.7.2 Develop an availability grid to increase swarm collection

AW reported that he is putting together information for the branch website.

Action: AW

4.7.3 Develop a policy on swarm collection

In progress

Action: AW

4.7.4 AW agreed to shadow DC at the Winscombe Show.

4.8 *Avon Delegate* *David Welham*

Nothing additional to add

4.9 *Web-Master* *Steve Robinson (by email)*

4.9.1 Arrange wood working workshops and advertise on web Phil
Clemente and SR

SR is awaiting for dates to be confirmed

Action: SR and Phil Clemente

4.9.2 Put varroa calculator on web site

SR reported that the calculator is still not working

4.9.3 Clarify whether the web site contains information requiring password-protection

Password protection has now been removed from the website

4.10 Show Coordinator Janet McCulloch

4.10.1 Publicise potential for members to sell honey at shows

Action: JM add to emails for members and the newsletter

4.10.2 Visit the apiary with DC/Phil Clemente

Not completed due to the weather but will be arranged over next few weekends

Action: JM

4.10.3 Discuss badge designs with Jan Davis and prepare ready for show season

JM will be discussing with Jan in the next week.

Action: JM

4.10.4 Obtain Novice Shield from Ben Cookson: Completed

5.0 Any other business

5.1 Healthy bee workshop

JM reported that Meg Seymour had offered to hold a one-day workshop on bee-health and diseases for our branch and close neighbours and this was supported by the committee. It was agreed to set up a small planning group to work with Megan.

Action: AL

5.2 Advertising to members

JM reported that she frequently receives advertisements by email and sought clarification on whether these should be forwarded to members. It was advised that these should be forwarded to the committee in the first instance so that only good quality adverts are forwarded to members.

Sponsorship of branch exhibition stands was raised. There may be policy on the BBKA website.

Action: JM to investigate

5.3 Honey Show Judge 2015

It was confirmed that DC would be the Show Judge for 2015

5.4 It was suggested that the branch should have a pull-up advertising hoarding that can be used at events and shows

Action: JM to explore examples and costs

5.6 Solar Sense had offered to purchase wildflower seeds for the apiary DC had made enquiries and it appears wildflower meadows require a lot of preparation and management. It was felt it might be more worthwhile to plant bulbs such as crocus and daffodil instead.

6.0 Date and venue of next meeting

6th May

1st July

2nd September

Venue to be confirmed by JB