

# North Somerset Bee Keepers



Notes of Committee Meeting held on 4<sup>th</sup> July 2017 at The George Inn, Backwell

## 1.0 Present

Garry Packer

Annabel Lewis

Richard Ellis

Stan Wroe

Rob Williams

Rob Francis

David Capon

Janet McCulloch

Apologies received from John Banks, Adrian Wells, David Welham and Keith Brand

## 2.0 Minutes of previous meeting

### 3.0 Matters arising

3.1 **Action:** Outline planned activities and required budget and email to the committee before the September meeting. **JB, DC, RF, RE**

3.2 **Action:** Consolidate approved proposals into a branch budget by September meeting. **RE**

3.3 **Action:** Seek a volunteer to edit the branch newsletter in an email to members. **JM**

This was completed but no responses received.

It was suggested that the regular emails to members could be turned into a monthly newsletter. Contributions requested by the end of the 3<sup>rd</sup> week of month for publication on 1<sup>st</sup> month, using word template. Additional ad hoc urgent issues could be emailed to members. This was agreed.

**Action:** Draft an initial newsletter using a template and share with committee. **JM**

3.4 **Action:** Informally ask members to volunteer for committee posts at branch meetings. **All to continue**

3.5 **Action:** Send Sandra Slater and Michelle Stagg a letter of thanks and flowers - **AL**

**Completed.**

## 4.0 Chair's report

4.1 Succession planning for apiary manager, programme manager, education manager and secretary - general discussion.

# North Somerset Bee Keepers



It was agreed we need volunteers to take on shadowing forthcoming vacancies.

For the Apiary Manager role it was agreed that a small team would be helpful to include: gardening, manager, assistant managers, helpers. A few names were suggested and they will be invited by AL. It was agreed that later in the year members who have passed their basic exam this year should be encouraged to support the apiary.

A possible volunteer for education manager was also suggested.

**Action: AL to contact Paddy and Heather.**

**Action: RF to invite basics after results by email**

## 5.0 Treasurer's report

5.1 **Action:** Contact BBKA re the legal situation for sharing contact details - **JM**

The BBKA membership secretary had confirmed that as swarm collectors had volunteered their contact details to be shared with the public this means the Data Protection Act.

5.2 **Action:** Discuss a website solution for renewing membership. Discuss at next meeting. **SW and JB.**

BBKA suggests members might need to renew gift aid 3 yearly.

**Action:** Not yet completed. Need to confirm gift aid renewals Steve Baseby. **SW**

5.3 The latest accounts were shared and show a healthy balance and expenditure that meets our business goals to comply with Charity Commission requirements.

5.4 Our Auditor has stopped doing this last year so a new auditor is needed. GP reported that he knows a Chartered Accountant who may be able to act as Auditor.

**Action: GP to contact the Chartered Accountant**

5.5 RE proposing that SW is added as a signatory. It would be useful for many reasons including the ability to check member payments online.

**Action: RE to add SW as a signatory**

**Action: RE to arrange with the bank mandate for online payments and access by all signatories**

## 6.0 Secretary's report

6.1 JM asked if there are any outstanding members who need to agree to share contact details and SW reported that there remain a few who had not replied to several emails so it assumed they will not share their details or receive this information.

# North Somerset Bee Keepers



**Action:** Ensure there is a system to share member details by  
AGM **JM, SW, JB**

6.2 JM asked if our swarm collectors are listed on the BBKA website.

**Action: Check with AW whether all swarm collectors are on  
the list - JM**

# North Somerset Bee Keepers



## 7.0 Apiary Manager's report

7.1 **Action:** Email all course members to ask if they need bees and where they plan to get them from to assess need for information on suppliers - DC

DC reported that all new beekeepers now have colonies so this is completed

7.2 **Action:** DC to purchase a refractometer to be kept at the apiary.

Completed, now there is a need to raise awareness.

7.3 **Action: Purchase a solar extractor - DC.**

Completed and the extractor is being used.

7.4 DC reported Solar Sense had mentioned that several staff have been stung by aggressive bees in recent weeks and some action needs to be taken to avoid this. In recent years a showroom has been built near the apiary. We have a five year agreement with one year rolling extension.

As an interim measure, the mesh could be heightened at the top of the apiary. It is also important to communicate actions proposed and taken. Longer term measures need to be considered, e.g. moving the apiary to a different part of the site, finding an alternative site. Options need to be discussed with Solar Sense. If the apiary needs to be moved the branch could commission a contractor to do the hard work.

**Action: Meet Solar Sense to discuss options - AL and DC**

**Action: Increase height of netting with a working party - DC**

## 8.0 Programme Manager's report - Not present

8.1 Contact a speaker on termites. **JB**

8.2 **Action:** Contact Roger Patterson find out the cost and agree a date, possibly Shipham or Flax Bourton. **JB**

8.3 **Action:** Speak to Stephen Brain to find out his plans for this year - **AL**

AL will raise this with SB in due course. RE reported that a donation had been sent from the branch.

8.4 **Action:** Discuss with Paddy Brading the potential use of the website for booking places on the course - **JB**

Completed.

## 9.0 Education Co-ordinator's report

# North Somerset Bee Keepers



- 9.1 **Action:** Details of apiary open day to be provided and advertised - **JB and JM**  
Completed. This went well but not many people attended
- 9.2 **Action:** Discuss parking arrangements for open day with Solar Sense - **DC**  
Completed.
- 9.3 **Action:** Seek volunteers for the Countryside Day. **RF**  
RF has two volunteers and would like to take the observation hive.
- 9.4 **Action:** Seek volunteers to provide their hives for assessment - **RF**  
RF reported that that there had been one volunteer and the basics had largely gone smoothly.
- 9.5 **Action:** Advertise the Summer Swarm - **RF, JM, JB**  
Completed and a few members attended the last meeting, though probably won't hold any more as attendance is low.
- 9.6 Queen rearing group  
There had been success with the incubators. We should have another session later in the year to discuss progress. Martin Stickland has offered to do a session indoor in March and at the apiary later in the year, e.g. demonstrate punching out eggs.  
**Action: RF to inform JB of future events**
- 10.0 Swarm Liaison report - Not in attendance**  
AL reported that the WhatsApp is working well.  
The issue of new members acquiring swarms was discussed. It was agreed this is not a good idea, swarms must not be taken to the apiary until quarantined and inspected.
- 11.0 ABKA Rep's report - Not in attendance**
- 12.0 Web-Master's report**
- 12.1 **Action:** Develop a questionnaire, including views on welcoming information. - **RW**  
A questionnaire had been drafted and will be piloted.  
**Action RW**
- 12.2 **Action:** Consider content for a welcoming page - **RW**  
RW reported that he had looked at other sites. An attractive front page is needed. It was suggested that the branch commission someone to do this on our behalf, e.g. a university student from UWE or Weston.  
**Action: RW and RE to contact the universities**

# North Somerset Bee Keepers



## 13.0 Shows

13.1 Volunteers for Portishead Show -

**Action: JM to email to members**

Completed but not many responses, therefore resend the request.

## 14.0 Members without portfolio

## 15.0 Any other business

15.1 **Action:** Inform members of the *In the Apiary* and other BBKA booklets and provide a link to it on the website **JB and JM**

Completed - the links need to go on our website

**Action:** JB to add link to the website.

15.2 **Action:** Identify venue for the improvers' course and agree the course fee - **RF, AL**

Wednesday evenings at Backwell WI may be possible. In the meantime St Andrews Church Hall could be a good site and reasonably priced. AL awaiting to hear from Bob South. Cross Trees Centre at Wraxall may also be possible.

**Action:** Continue to pursue - **RF, AL**

15.3 **Action:** Draft essential items scheme and email to committee for approval - **JB**

Completed - £1000 of sales to date.

15.4 AL reported that outbreaks of EFB had occurred in Bristol, two confirmed. The beekeepers had recognised unhealthy bees after attending the improvers course. Two colonies had been destroyed.

15.5 AL attended festival of wool. Lydia Needle, who does felting, is attending an exhibition in Somerton and has created 50 felted bees. AL requested that awareness of the event is raised. She has posted information on our Facebook page.

**Action:** Email information on the exhibition to members **JM**

## 15.6 Bee safari

Meg has offered to do another this year

**Action: AL to liaise with Meg and JB regarding the bee safari**

## 15.7 Bee diseases

This will be repeated next year. Will need to combine with Avon and Somerset

**Action: AL to confirm arrangements with Meg and inform JB of details**

# North Somerset Bee Keepers



## **16.0 Dates of future meetings all to be held in the Dungeon, The George Inn, Backwell**

- Tuesday September 5
- Tuesday October 17, pre-AGM meeting