

CBKA Committee Meeting

7.30 pm, Thursday 4 April 2019 at Storey's Field Centre, Eddington Avenue
Cambridge CB3 1AA
DRAFT Minutes

1. Welcome and Introduction - By Paul Schofield, Chairman

In attendance: David Abson (DA), Peter Bates (PB), Doug Brown (DB) Peter Connor (PC), Liz Cox (LC), Pam Fearn (PF), Clive Hall (CH), Martin Kendall (MK), Stephen Poyser (SP), Paul Schofield (PS), Susan Wilkie (SW) (minutes)

2. Apologies - Melissa Good, Sally Knowles, Craig Wallace, Kay Williams,

3. Approval and matters arising from Minutes of the Committee Meeting on 07 February 2019.

Matters Arising: a (trailer notice) - Ongoing. b (handbook) - Ongoing. c (annual schedule of business) - Ongoing. d (Wandlebury lease) - see below. e (apiary risk assessments) - Completed. SP was concerned that the requirement for warning signs would draw unwelcome attention to the hives at Wandlebury. MK suggested a sign further into the apiary that would be less noticeable from the public path. On practical session days the sign could be made more prominent. f (Asian hornet coordinator notice) - Has been in e-bulletin twice with no response. It will be raised under AOB at the AGM. g (beefeed) - Ongoing. h - (bee health day) - Will take place on Sat 13 July. Poster has been circulated. There will be a small charge, max. £10, to cover cost of hiring premises. Exact means by which this should be collected to be determined but the Committee agreed payment should be requested in advance to encourage attendance. The CBKA will underwrite any shortfall. Max. 60 places, to be offered to CBKA members first. Any places remaining after two weeks will be offered to neighbouring beekeeping associations. BDI will contribute £100 to two meetings per region if their name appears on the poster. i (CIO form) Completed. j (AGM forms) - Completed. k (extra Committee meeting) Completed. l and m (microscopes) - Completed. Most of the microscopes have now been located. Chris Evans has been asked to inform SW/SP how many/which he has stored at his home. Some thought needs to be given to their storage in the shed at Wandlebury. DB will contact a supplier of silica gel sachets who might donate some to the CBKA.

Wandlebury lease: CPPF has produced a new draft reflecting the comments made at the Committee meeting on 11 November 2018. CH and SP reassured the Committee that the serious concerns raised about liability and insurance no longer applied. DA was concerned that the total number of colonies permitted could be temporarily exceeded when swarms and nucs are taken into account. SP said that there were currently 7 hives and a maximum permitted number of 15 was in his view sufficient. The Committee agreed that the draft was ready to be signed. However there was still a question of who should sign it; in CH's view this should be given very careful consideration, notwithstanding DB's observation that according to the rules, the Committee is responsible for the management of the CBKA. PS suggested that the lease is uploaded

to the website once it has been signed. He thanked SP, CH and MG and CBKA member Hilary van der Hoff for their work on the Wandlebury lease.

Approval: Minutes were approved as circulated.

4. Officers' reports:

- 4.1. **Chairman** – PS attended the Easter Region Conference with SP and Jonathan Baynes, the Seasonal Bee Inspector. The Asian Hornet and Deformed Wing Virus were among the topics discussed.
- 4.2. **Secretary** – None.
- 4.3. **Treasurer** – see attached reports "Treasurer's report 2019 04 04" and "CBKA Accounts for Q1 2019". The Auditor has signed off on the 2018 accounts. The One-Day Seminar generated a surplus rather than the loss that was expected and a sale of wax to BeeBee Wraps also produced some income. PC suggested that approximately £300 be spent on IT infrastructure, rather than using cost-free options. MK asked whether a question concerning the high level of funding was anticipated at the AGM. DB has prepared a presentation about a new apiary. SP recommended stating that the Charity Commission is aware of the funds and PS recommended stating that no decisions will be taken without consultation and a vote at a Special General Meeting.
- 4.4. **Editor** – The Yearbooks have been distributed. PB was thanked for his hard work.
- 4.5. **Membership Secretary** – The e-return does allow for the hives in the apiaries but, because of the various changes, payment will be made late this year. This has been agreed with BDI and should not be a problem in future years.

5. Working Group Reports:

- 5.1. **Marketing/Outreach** CAWG has held its AGM. Jack Silberrad has handed over to the new Events Coordinator, Hazel Bickle. There is an additional event - the Cambridge Conversazione on 12 and 13 April at which Sandra Chapman from NIAB will run a CBKA stall. Further investigations in honey prices have revealed that £5.50/lb is still too low. SP proposes to run down the stock of 1 lb jars and then sell CBKA honey in 12 oz jars at the same price. PF appealed on Hazel's behalf for volunteers for events. This would also be brought up under AOB at the AGM and PF would put together a display of Honey Show photos for the AGM with the same aim.
- 5.2. **Education and Training** -- see attached "Cttee report ETWG 04.04.2019 and "Cttee report Wandlebury 04.04 2019". The BBKA DVD mentioned under item 6 of the ETWG report has been purchased for £8; the sound quality is variable, but it will be useful. PAT testing of the equipment at Wandlebury is now complete. One piece of obsolete equipment has been discarded.

6. AGM Preparations

Letters have been sent to the current Vice Presidents thanking them and asking them to consent to continuing in the role. Positive replies have been received from the Bishop of Ely, Stephen Barclay (MP for North Cambridgeshire) and James Littlewood, CEO of the CPPF. Yearbooks will be sent to the VPs.

Anticipating questions/complaints at the AGM about the need for individual logons for the website, MK said that stringent authentication was required as in the future it will be possible to join the CBKA and pay subscriptions via the Members' Area. An algorithm will be applied that will refuse lapsed members access.

SW will annotate a copy of the agenda to indicate who is responsible for dealing with each item on the agenda and produce a list summarising nominations so far to avoid exceeding the number of Committee members allowed by the rules.

7. CIO

LC has produced a draft CIO constitution based on the Charity Commission's template. The Committee agreed with all the options she had chosen. LC will present an overview of the reasons for changing the legal status of the CBKA to a CIO at the AGM and also assure the membership that the constitution will be presented to the membership at the next AGM or a Special General Meeting before the CBKA finally commits to the change. She aims to complete the change by this time next year, although several months are likely to elapse between submission to the CC and the CC giving its approval. It will then be presented to the membership. MK suggested a social event. A BBQ in September (which had been suggested last year) will be discussed at the next meeting. PS thanked LC for her hard work on the CIO draft.

8. Willingham Bee Group -

The Willingham Bee Group now have Elaine Rose's extractor and a Pratley tray. Beginners living north of Cambridge and in the Willingham area will be informed about the Willingham Bee Group so that they can benefit too.

9. 2019 Beginners' Course

Andrew Durham has handed over the Beginners' Course to SP. Roy Cross is arranging apiary sessions for beginners. SP will email selected CBKA members to ask for help with them. Hive-making: the Scout Hut is still available, contrary to expectation, so the hive-making sessions will be held there. Emails have been sent to the attendees and helpers and some replies have been received. Some beginners have already built their hives (which were purchased individually this year and not under the Try-a-Hive scheme) with the help of their mentors or other beekeepers. LC has allocated mentors to the beginners who can choose whether or not to contact them. Two more lectures will be held for the beginners on the 2019 course: one in the autumn on winter preparations and one next spring. DA recommended Maisemore drawings for hive building.

10. 2020 Beginners' Course

There are already 20 people on the list of potential attendees. SP will use the same format as this year and will email this years' tutors. There will be a taster session in the autumn.

11. Website Photography - see attached "WebsitePictureCompetition"

Proposed by MK, this is intended to stimulate membership interest in and encourage visits to the website. It does not necessarily need to be a competition. PB suggested that the photos could also be used for the e-bulletin. The Committee agreed to MK setting up a non-competitive website photo project.

AOB

DA asked for comments on the Fulbourn Centre as he has to fill in a survey. There were no specific comments, other than that the Green Room is too small for a full Committee meeting. PC pointed out that the Fulbourn Centre's GDPR compliance was poor as he had received an email listing openly displaying other users' addresses.

PS thanked SK and DA for their hard work on the One-Day Seminar which had been very successful. DA pointed out that the first ODS took place in 1988.

PB informed the Committee that he and SP would be surveying a potential site for hives at the request of John O'Connor, a landscaping company acting on behalf of a client. This is different from the usual more informal offer of space for hives as the beekeeper in question would be paid £60 per visit to the hives (2 visits per month were suggested which is probably not enough and could be negotiated) and could charge for providing equipment, thus making it a more commercial proposition. He asked for the Committee views on this arrangement. LC suggested that it could be useful for professional beekeepers such as Jack Silberrad or Ross Lilley.

Meeting closed 9.45 pm

Next meeting: 7.30 pm, Thursday 2 May 2019 at Storey's Field

Actions

a	Draft a notice for the e-bulletin advertising the trailer	SP
b	CBKA Handbook updates	SP/PB
c	Annual schedule of business	PC
d	Send Yearbooks to VPs	SW
e	Source silica gel	DB