



Essex Beekeepers' Association

Minutes of the Central Executive Committee Meeting Tuesday 2 Nov 2021

Voting members			
JR	Jane Ridler	Chair	Present
VW	Vanessa Wilkinson	General Secretary	Present
PA	Pat Allen	Treasurer	Present
JT	Jan Tutton	Chelmsford Trustee	Present
GM	Glenn Mayes	Maldon & Dengie 100 Trustee	Present
SN	Simon Nicholson	Epping Forest Trustee	Present
CA	Chris Allen	Southend Trustee	Present
NH	Nick Holmes	Harlow Trustee	Present
BM	Bridget Mudd	Braintree Trustee	Absent
JM	Jim McNeill	Romford Trustee/Honey Show Delegate	Present
LY	Linda Yeats	Saffron Walden Trustee (acting minutes secretary)	Present
AL	Andrew Linley	Colchester Trustee	Absent

Officers/Members			
JS	Jean Smye	President	Present
DI	Dee Inkersole	Editor of the Essex Beekeeper	Present
RR	Richard Ridler	BBKA Delegate	Present
MW	Michael Webb	Secretary of Essex Show	Absent
SG	Stephanie Green	Examinations Secretary	Present
GMD	Garth Milford	eR2 Implementation Manager	Absent
DG	Dave Garratt	Bee Health Officer	Absent

1. Apologies for absence

Michael Webb

2. Minutes of CEC meeting held Tuesday Sept 7 2021

Action JR signed copy of minutes and will pass to VW

3. Matters arising not on agenda/action updates

Item 3 There is one outstanding signed Trustee Responsibility document to be returned (NH).

Action list DG is asked to send a note to all EBKA members reminding them to register with Beebase.

Action DG to contact members re Beebase.

4. Treasurer's report

PA reported that she had received requests for payment from SG and JM. These were unanimously approved. JM to check whether invoice for prize money is available.

PA reported that she had met with a firm of accountants who would be willing to carry out the independent check on accounts. The firm (Versa Accounting of Upminster) will write to JR with a proposal including an estimate of their fees.

Action JR to pass on this information to CEC members.

Action PA will follow up the proposal to align the BBKA and eR2/EBKA years.

5. Governance (VW, JR, CA & KL)

The committee met last week. Paul Wiltshire recently stood down from the committee and was warmly thanked for helping to develop EBKA policies over a number of years. It was proposed by VW, seconded by JR that Keith Lomax replace him. This was carried unanimously.

The following documents were presented:

- Finance policy- addition of para 5i to ensure compliance with charity commission trading regulations. Agreed unanimously.
- Guidelines for examining accounts- no changes. Carried unanimously.
- Insurance- prepared by KL. The requirement that members of the public must not handle bees on taster days was discussed. By a majority of 5 to 3 with 1 abstention this requirement is to be removed. Otherwise accepted.

A safeguarding policy will follow at the January CEC meeting.

6 Harlow Division and 2022 conference

The working party (NH, JR, RR, DG, SN and Ed Smith) reported on their progress.. Cohesion- this is challenging for all divisions at present. A Christmas social is planned for Harlow to promote this.

New blood- there is a waiting list of 40 interested in training. It is hoped that a course can be run.

Maintaining enthusiasm- members will be invited to meetings of other divisions, JR will provide a newsletter.

RR will provide support for finance.

At PA's request, the committee minuted its thanks to the working party.

Action Make Harlow members aware of divisional meetings via JR.

The 2022 conference would have been Harlow's responsibility Epping was asked to take on the responsibility in September and is still considering if it has the capacity to take on this and the other accompanying responsibilities and is looking for non-committee members to be involved. Ways and means of minimising the workload were discussed. The role of presiding officer has to be filled but is not demanding. Support from those involved in previous conferences was offered (JS, VW).

7 New Webmaster

Graeme Crook from Chelmsford division who has appropriate skills and would be supported by Brian Spencer was proposed. NH will close the empty Paypal account. Carried unanimously.

8 The Essex Beekeeper

DI was welcomed and thanked for her work to date. She explained that she was currently using Word having not found significant advantages in the publishing software. A discussion followed, PA offered support and other possibilities were suggested. In the end, DI should have the final choice. It was noted that para 11 from the Trustee Handbook should be amended to 'By the 1st of the month the Editor uploads the latest issue to the EBKA website'.

DI requested contributions from all divisions.

9 Ted Hooper Lectures.

2021 Giles Budge will host the lecture using his Zoom business licence which allows 300 participants. He has chosen a new smoker for payment. 89 participants have signed up via Eventbrite so far. It will be advertised again to members through eR2, then to neighbouring associations. JT agreed to manage waiting room if needed. SG asked if names of those awarded certificates could be read as there is no conference, JS agreed to do this in SG's absence. JR will introduce the lecture and JS will give the vote of thanks.

Action JT to publicise via eR2.

Action SG to provide JS with information

2022 JR reported that there was sufficient interest in holding this in the Wax Chandlers' Hall. and it was agreed planning should go ahead. 2022 presents a one-off opportunity whilst Anthony Bickmore is master and JR has secured subsidies from the Wax Chandlers which bring the cost down to £10-12 per person. This includes use of the hall (capacity ca 70), a tour and simple refreshments. A speaker needs to be identified, possibly focussing on wax or honey or the recent report of social distancing in bees. There is a surcharge for weekend dates but this was agreed to be essential. June-July would be the preferred dates.

Action JR to investigate further

10 Questions arising from divisional reports

EF had asked to be notified of divisional exam entries. SG said she could not do this directly because of GDPR issues. However if divisions nominated a point of contact for exams, entrants could be advised to contact them.

SG is participating in the BBKA educational forum.

It was noted that there was inconsistency in reporting trading activities in divisional reports and further discussion is needed on how this should be done. RR identified relevant information on the Charities and Trading area of the gov.uk website which may help identify relevant financial activity

Action Divisions to notify SG of point of contact for exams and assessments.

Action Issue of reporting trading to be an agenda item at next meeting.

11 2022 AGM

This is planned for 12th March and it is hoped to be an in person meeting. Venues are being investigated in the light of the high costs of using the Writtle Northumberland Lecture Theatre. Schools in Chelmsford will be investigated. A speaker is required. Nominations are required for the AGM posts also notification of those standing down. The notice must appear in the February Essex Beekeeper. Proposals will include the name change of M & D Hundred beekeepers.

Action Investigate possible speakers, perhaps check National Honey Show

Action Please let VW know of nominations and resignations.

12 Correspondence

The correspondence from 'Quintessentially British Events' received by some divisions was discussed. It was agreed that for a number of reasons, they would not be an appropriate venue for a divisional honey show and might conflict with the EBKA honey show.

AOB

Next Meeting Tuesday 4 January 19.30 via Zoom.

It was agreed that the March meeting would also be via Zoom.

NEXT MEETING - Tuesday 4 January at 7.30 pm via Zoom

Action List

Action Date	Owner	Action	Action due date	Update	Status
3/3/20	Trustees	Ensure that their committees have elected safety officers to cover risk assessments for all events and the CEC event safety officers to cover all county events.	30/3/20		closed
16/3/21	PA	Address issue for Education and Research funds		To be addressed at Jan 2022 meeting	Open
6/5/21	VW	Feedback on whether HSOs should be included on Officer List	6/7/21		Open
6/5/21	DG	Send reminders to members to join Beebase	6/7/21		Open
6/7/21	Trustees	Ask divisions if divisional subscriptions subscriptions could be reduced.	1/9/21		Open
6/7/21	Trustees	Include information on proposed trading activities in Divisional reports	1/9/21	Further discussion on 4/1/22	Open
6/7/21	KL/JT	KL to let interested parties know of insurance quote. JT to investigate how divisional hives can best be included on BDI policy.	1/9/21	KL done	Open
6/7/21	Trustees	Ensure JR has up to date information on divisional apiaries.	1/9/21		Open
7/9/21	GM	To check that the EBKA website refers to "Maldon and Dengie 100" throughout the site	9/11/21		Open
7/9/21	Trustees	Trustees to have an item "Trading Activity" on their DVM reports to CEC	9/11/21		Open
7/9/21	JR	CEC to provide working party comprising JR, RR, SN, DEG and NH to see if Harlow division can be recovered and to support a recovery solution	9/11/21		Open