



Minutes of the Central Executive Committee Meeting

Tuesday 12 July 2022

Voting Members:

JR	Jane Ridler	Chair	Present
VW	Vanessa Wilkinson	General Secretary	Present
PA	Pat Allen	Treasurer	Present(part)
MA	Mike Abel	Chelmsford Trustee (Minutes)	Present
GM	Glenn Mayes	Maldon & Dengie Trustee	Absent
SN	Simon Nicholson	Epping Forest Trustee	Absent
CA	Chris Allen	Southend Trustee	Present
BM	Bridget Mudd	Braintree Trustee	Present
JM	Jim McNeill	Romford Trustee/Honey Show Delegate	Absent
LY	Linda Yeats	Saffron Walden Trustee	Absent
AL	Andrew Linley	Colchester Trustee	Present

Officers / Members:

JS	Jean Smye	President	Present (part)
DI	Dee Inkersole	Editor of Essex Beekeeper	Absent
RR	Richard Ridler	BBKA Delegate	Present (part)
MW	Michael Webb	Secretary of Essex Show	Present
SG	Stephanie Green	Examinations Secretary (Proxy for S. Walden)	Present
JT	Jan Tutton	Membership Secretary	Present
GMD	Garth Milford	eR2 Implementation Manager	Absent
DG	Dave Garratt	Bee Health Officer	Present (part)
GC	Graeme Crook	Webmaster	Absent
LC	Louise Carr	Guest (Harlow)	Present

1. Apologies for Absence

Apologies received from Jim McNeill, Dee Inkersole, Linda Yeats, Glenn Mayes, Graeme Crook.

2. Conflicts of Interest

None stated.

3. Minutes of CEC meeting held on 3 May 2022

Agreed

4. Matters arising, not on Agenda/action updates

It was reported that two members of the CEC were still having problems receiving CEC emails. VW would get back to GC to sort it.

The meeting was advised that there would be an Eventbrite page for a July launch of the conference. It was agreed that a notification via eR2 should go out also.

5. Treasurer's Report

A Treasurer's Report had been submitted and was approved.

i. PA reported not all of the expenses for the Ted Hooper lecture had yet been received, a slight loss was anticipated.

ii. PA was expecting the invoices for the up-coming Officers Day.

iii. PA expressed extreme frustration with CAF bank, they had been very pedantic with regard to contact changes etc. Now sorted. An additional level of authorisation has also been introduced, but it may not apply to all signatories.

iv. Income is likely to exceed expenditure this year, PA suggested and it was agreed that subs should remain unchanged at the 2022 level.

v. One Ted Hooper and two Miss Avey awards to follow. PA left the meeting.

6. Governance Sub-Committee

i. The revised version of the Trustee Handbook was sent out 31/5, appendices have not yet been checked. VW will create the final version, with minor amendments received, and arrange for it to be uploaded on the website.

ACTION VW

ii. Health & Safety is the responsibility of the CEC and to train if necessary. Incidents need reporting, there is a reluctance at present. JR suggested that reporting supports others and should be encouraged.

iii. All amendments to both Health & Safety and Privacy policies, as well as the Honey Show Terms of Reference, were accepted. Final versions to be displayed on the website..

iv. Updates Leases table will be circulates to trustees as is, although not quite complete.

ACTION JR

7. Charity Commission Annual Report

Very small changes have been made to the previous years' report to reflect more social mixing and the positive financial embarrassment due to the lack of events.

The trustees agreed they were satisfied with the internally audited financial control. Report to be uploaded.

ACTION JR

8. EBKA donation to Bees Abroad

VW had previously circulated the Charity Commission's reply to our enquiry. In summary, it is the responsibility of the Trustees, as agreed in the March meeting, so there was no reason to delay. JS asked if it was necessary to change the wording of EBKA Rules. VW reported that Keith Lomax had offered to suggest an amendment to the Rules to clarify that donations can be given to another charity. The amendment would be adjusted/agreed by the trustees and then go to the AGM for approval.

A feedback mechanism should be in place for Bees Abroad to provide evidence that the donation is meeting the aims of the project(s). This had been agreed - item 7, Mar 1st CEC Minutes. JR observed members would naturally be interested to know the progress of any project. No particular project had been selected: all four are new projects. JR proposed the whole CEC should vote on the worthiness of each. After much discussion it was decided to donate equally to all four projects.

ACTION PA to contact Bees Abroad with decision.

9. EBKA Officers Day

JR reported there had been an encouraging response, 29 to date, but was hoping for a few more in order to have representatives from each division. No response from Maldon and Dengie, also only one from Colchester. Refreshments were being provided by Helen Baker (Saffron Walden) Keith Lomax to give a short presentation on governance, then group discussions. Full programme to follow).

ACTION JR to provide programme for delegates.

10. Website

GC unable to attend, VW presented a report from GC. The website content had all been reviewed, with all links checked and any old data archived. He would welcome any suggestions as to changes required. JR felt that the front page should be more public friendly. Agenda point is needed when GC present.

11. Bee Health Day

DG said it had been difficult getting replies from bee inspectors. Looking at 5th Aug, BM unavailable, MA to check 11/12th August with Cressing. Maximum of fifty people, JT to publicise via eR2, book direct with DG. Target audience newer beekeepers. Attendees to bring a packed lunch and cold drinks, tea/coffee urns to be provided by Cressing.

12. BeeCraft AGM May 9th

MA attended as a proxy for PA. Alex Ellis, Carolyne Wiston and Jenny Shaw all retired as Board Members and were presented with personalised BeeCraft hive tools. Stuart Williams elected as a new Board Member, Bob Maurer continues as Chair. The accounts were accepted (not presented, had PA seen them?). The meeting lasted 15 minutes and 15 seconds.

13. Questions arising from Divisional and Secretaries reports

i. SG nothing to add.

ii. CA raised the question as what is legitimate expenditure; asked if EBKA would pay for professional website design for divisions. JR thought OK for divisions to choose to spend their funds on this as a divisional project. MW suggested this could be on a county wide basis. Possibly discuss on Officers Day.

lii. MW update on the Honey Show 3rd September. He reported no EBKA magazine so notice had to be circulated elsewhere. Entry schedule to be sent out via eR2. A trial run had been carried out with the show committee in order to troubleshoot before sending out to all. Please publicise to all divisional members; volunteers needed on the day. 'Roys trailer' now at Stock Turkey Farm.

14. Correspondence

VW had received an email from Essex and East Herts Rotary Club asking if anyone was able to give a 20-30 minute talk on the activities of the EBKA and beekeeping in general at the Stifford Hall Hotel in April 2023. VW had forwarded the query to PA. CA a Rotarian and said the talk would be well received.

15. AOB

i. VW reported that DI very apologetic about the absence of the EBKA magazine. View expressed that DI needed help with content and design, a role for an understudy editor to assist but also stand in if a similar situation arose in future. JS (and Dave) offered support and/or could put together August edition.

ii. LC (Harlow) asked by JR if she would be prepared to take on Trustee role. Needs approving by a Harlow EGM (21 or 28 days notice required, MW to check). JT confirmed notice could be sent to all Harlow members by eR2. JS stated a Trustee could be appointed by the CEC if an EGM could not be arranged. Louise invited EBKA members to their apiary open day on 31/7.

NEXT MEETINGS – Tuesday 6 September and 8 November 2022 at 7.30 pm (via Zoom)

Action date	Owner	Action	Action due date	Update	Status
6/5/21	DG	Send reminders to members to join Beebase	6/7/21		open
4/1/22	PA	Write short case supporting change of financial year	1/3/22		open
1/3/22	PA	Follow up the proposal to align the BBKA and eR2/EBKA years			open
1/3/22	PA	To organise necessary documentation for LY to become new signatory to authorize payments	3/5/22	In progress	open
1/3/22	MW	To request transfer of funds from PA for Honey Show funding	3/5/22		open

3/5/22	GM, SN, BM	to check and forward Apiary details.	12/7/22		open
12/7/22	VW	To ask KL to amend wording of EBKA Rules re charitable donations	1/11/22		open
12/7/22	JR	Produce programme for Officers Day	22/7/22		open
12/7/22	DG	To finalise date for Bee Health Day	1/8/22		Open
12/7/22	VW	To alert GC about email addresses that are not working on the CEC group mail.	12/7/22		open
12/7/22	VW	VW will create the final version, with minor amendments received, and arrange for it to be uploaded on the website.	1/9/22		open
12/7/22	JR	Updates Leases table and circulate to trustees	1/9/22		open
12/7/22	JR	PA to contact Bees Abroad with decision on donation	1/8/22		open
12/7/22	MW	Send out entry schedule for Honey Show	1/8/22		open

Minutes agreed as true record of meeting:

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Jane Ridler - Chair of CEC – 6 September 2022