



Minutes of the Central Executive Committee Meeting

Tuesday, 8 November 2022
By Zoom

Voting Members:

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

Officers / Members:

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

1. Apologies for Absence

Apologies from Glenn Mayes, Bridget Mudd, Linda Yeats, Dave Garrett, Graeme Crook. SG acting as proxy trustee for Saffron Walden. No proxies put forward for Braintree or Maldon.

2. Conflicts of Interest

None

3. Minutes of CEC meetings held on 6 September 2022

Agreed and signed

4. Matters arising not on Agenda/action updates

Item 10: JR said that no-one had come forward with ideas to improve the website, and mentioned that she would contact Graeme to further the project.

Item 12 (Chelmsford): MA raised the issue of whether there was any progress in forming an Education and Learning sub committee. This was being proposed by Chelmsford, and JR stated that no-one outside Chelmsford had come forward to be on the subcommittee. She said that ideally, as a principle there should be representatives from at least 3 different Divisions. However, if Chelmsford did come through with ideas in the meantime, then they could be put to the CEC.

Item 12 (Epping Forest): JR wished Epping Forest well in hosting the Essex Conference this coming Sunday (13/11/2022).

5. Treasurer's Report

Before introducing her report, PA mention that two items of expenditure had just been received from the National Honey Show; £189 for class prizes, and £57 for expenses incurred by JM. The meeting was happy for these to be paid.

The CAF mandate form has been sent to the bank, mandating JR, PA, LY and MA. Meanwhile JT is still able to authorise payments. PA also asked if JR could have a go at logging in to the website.

PA said that JT had led a successful session on eR2 for new divisional treasurers and membership secretaries, but PA has also received another request for training.

Versa have quoted £600 +VAT to examine the accounts this year (same price as last time) and it is proposed that we accept the quote and use them again.

Vote: this was unanimously approved by the committee.

Following on from the last meeting, where it was agreed that subscriptions would not be reduced at County level, PA stated that the only scope for reducing subscriptions further would be at Divisional level (currently £11.50 pp). This would of course affect the Divisions' income. She also raised the possibility that BBKA might raise capitation in 2024.

Action: *DVMs to discuss the reduction of subscriptions with their Divisions and assess impact.*

6. Governance

a) Change to Rule 20 (following EGM):

The proposed change to Rule 20 was carried at the EGM prior to this CEC meeting. That change can now be added to the rules and a copy put on our website this month. A copy of the new Rules needs to be sent to the Charity Commission. It means that all divisional AGMs must be held in January, and that all new officers elected at those meetings must take up their roles in the following March.

Action: *VW to make changes to the Rules, and to arrange upload to website as well as contact the Charity Commission*

b) Change to Rule 2 Object (for approval at AGM):

VW introduced this item, having submitted copies of the proposed additional text to members. The proposed change will need to be put to the AGM, but beforehand we must have received permission from the Charity Commission to go ahead. The committee was asked to vote on including the

additional text in the Object and for Keith Lomax to inform the Charity Commission.

Vote: the proposal was agreed unanimously.

Action: *JR to write to Keith Lomax for him to inform the Charity Commission of proposed change.*

c) September Governance subcommittee meeting/EBKA docs/Policy review

CA stated that having changed Rule 20, then the sub-committee need to now go ahead with amending all the documents that are impacted by it.

Vote: this proposal was passed unanimously.

The EBKA Insurance Policy from September had been circulated to members beforehand, and was agreed by the committee.

The Trustee Handbook should be re-named and circulated to Divisional Officers. The idea is that it should be distributed more widely than to just the Trustees, and therefore the handbook is to be re-named: "EBKA Handbook of Policies and Protocols".

MW proposed we should make use of a QR Code to help with disseminating information.

Action: *VW to make amendment to Trustee Handbook and circulate to Officers.*

d) Membership Renewal form wording on eR2:

JT had submitted a copy of the text to be added to the new membership form, encouraging them to join Bee Base, and highlighting the advantages that this brings. CEC were asked to approve this change.

Vote: The proposal was passed unanimously

Action: *VW to send out the changed text to Membership Secretaries.*

e) CEC Group email:

There is still a problem with the CEC email address, and some members often don't receive emails from this account. GC is looking into this and is considering a change of supplier.

Action: *GC to research alternative email supplier*

7. Harlow proposal to fund new apiary, Harlow inventory

SB said that Harlow were not pursuing this request at the moment. They have had a meeting and realised that they were trying to do too much. They still want to proceed with a new apiary aimed particularly at schools and the disabled, but need to have time to re-assess requirements and costs. It was agreed that it is a very worthwhile project and that Harlow should bring this back to the committee when they are ready.

8. Essex Beekeeper progress

JR introduced this item. She stated that she had spoken with DI and asked for a report on the progress of the newsletter. DI replied that she was confident that the newsletter would go out at the weekend (5th/6th Nov): but this has not been the case. Hopefully the first edition of the newsletter will be distributed by the next meeting

9. AGM 2023 update

VW provided information on the progress of planning the AGM and the options for a venue. She was pleased to announce that the speaker would be Wally Shaw talking on “The role of Swarm Control in Beekeeping”. He does not charge a fee but would appreciate a donation to Bees Abroad. He would need travel expenses, and the amount to be payable was discussed; he lives in Anglesey. The two options for a venue are; Writtle (£285 + VAT) or New Hall (£195 no VAT). Members were very happy with the arrangements at New Hall last year when we held the AGM there (although some tables at teatime would be appreciated) and it is less expensive, so it was proposed that this should be the venue for 2023.

Vote: unanimously agreed that New Hall should be the AGM venue.

Action: VW to book New Hall.

VW stated that the AGM would be in the normal format, and that the Change to Rule 2 would have to be proposed and voted on.

Nominations will be required for CEC posts. It was noted that BM and GM are coming to the end of their tenure, and concern was expressed whether Braintree and M&D100 have replacements ready to be Trustees. SG will be stepping down after 4 years as Examinations Secretary. JR mentioned that there had not been an Education Secretary for 4 years and that this was a high priority, especially after SG’s comments about the decrease in applications for exams. Also, JR has done 4 years and a replacement will be needed for Chair. There was a discussion around the possibility of extending JRs tenure by a year. JR stated that we need to have a succession plan in place by January.

10. Ted Hooper Lecture

JR introduced the item by stating that the THL has been successfully organised by different people over the years, and thought that this year it should be about the Asian Hornet, given the sightings and captures near Southend. She hoped that DG might take the lead on organising this.

JS thought that it would be appropriate for Ian Nichols to do the lecture on this topic, especially as he was one of the people who inaugurated this lecture.

JR asked if anyone was prepared to volunteer to organise venue and ticketing. JS said she would think about it.

11. DVM Reports

General: JR reminded members that Divisions were not Associations, and therefore should not have “Association” appended to their names.

Education: SG stated that only 1 person from Essex is taking an exam this November and this is online and not in person.

Braintree: JR noted that Braintree had stated they had 72 cases of EFB which seemed unfeasibly high. The DVM was not present to explain this figure.

Southend: Regarding the Asian Hornet discovered in the Division, Southend have asked the CEC whether there is hierarchy to which they could direct press questions or prepare a set response. JR said that we have had no updates from Inspectors or BBKA. and that Ian Nichols had advised her that the report would be due only in April 2023.

Bee Health Secretary: DG is the first line of information on Asian Hornet. In his absence, VW stated that he had concerns about the structures in place regarding AH; there is no guidance from government/BBKA and no information for planning next year. AH inspectors work alone and are not keen to get involved with the press. RR agreed with that and said that EBKA should write to the Bee Inspectors at APHA re the poor communication, which is unsatisfactory, particularly when Southend are wanting to be pro-active but are getting nothing from the inspectorate.

JR asked whether EBKA could do anything to help - eg provide AH traps.

Action: JR to write to Bee Inspectors re Asian Hornet concerns

12. Correspondence

VW has been contacted by Nextdoor Nature (Wildlife Trust), wanting to liaise with beekeepers in Thurrock, Jaywick, Clacton and Southend. She will forward the request on to Thurrock and to Southend and Romford Divisions.

Action: VW to forward Nextdoor Nature request to relevant Divisions

13. AOB

SG wanted to know if there was an easier way for a division to communicate to others that they have an interesting speaker or event on Zoom (eg using eR2). After discussion it was decided that eR2 should only be used rarely, bearing in mind the importance of the event and the Zoom user capacity. Therefore run any eR2 request past the Chair and Membership Secretary beforehand.

RR noted that our request for a delay to the implementation of examination changes was seconded by Suffolk BKA and will be raised at the BBKA Annual Delegates Meeting.

CA has received correspondence from the Rotary Club (of which he is a member) about a speaker on beekeeping for their 2023 Conference. He is unsure whether it relates to Southend or Thurrock. VW can check this, and maybe CA could give a talk. CA said that he would write to Jed Brooks (Rotary Club contact) and VW said she would write to Pat Allen, as Romford Division might be interested in providing a speaker.

Action: CA to contact Rotary Club

The issue of apiary agreements with landowners was raised, and whether there was a policy or maybe a template agreement for setting up a new apiary. This had been discussed at the Governance sub-committee, and there are BBKA documents that have been examined, but the agreements we currently have are so diverse that a template would not work. VW and JR have discussed this and we are not in a position to come to any good solution from which to form a policy. Therefore Divisions should look at existing BBKA documents and come to their own reasonable agreements.

JS reminded the meeting that Trustees are ultimately responsible. JR suggested that any new Out Apiary agreement should be put forward to the Trustees before it is signed.

NEXT MEETING – Tuesday 10 January 2022 at 7.30 pm (via Zoom)

Action date	Owner	Action	Action due date	Update	Status
12/7/22	JR	Updates Leases table and circulate to trustees	1/9/22		Open
8/11/22	DVMs	To discuss the reduction of subscriptions with their Divisions and assess impact.	10/1/23		Open
8/11/22	VW	To update Rules, update website, CC etc	10/1/23		Open
8/11/22	JR	to write to KL for him to inform the Charity Commission of proposed Rule 2 change.	10/01/23		Open
8/11/22	VW	VW to amend Trustee Handbook and circulate to Officers	10/1/23		Open
8/11/22	VW	to send out the changed text on membership form to membership secretaries.	10/1/23		Open
8/11/22	GC	To research alternative email supplier	10/1/23		Open
8/11/22	VW	To book New Hall for the 2023 AGM	10/1/23		Open
8/11/22	VW	to forward Nextdoor Nature request to relevant Divisions	10/1/23		Open
8/11/22	JR	To write to Bee Inspectors re Asian Hornet issue	10/1/23		Open
8/11/22	CA	To contact Rotary Club re speaker annual conference	10/1/23		Open

Minutes agreed as true record of meeting:

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Jane Ridler - Chair of CEC – January 2023