

EPSOM DIVISION SURREY BEEKEEPERS ASSOCIATION

MINUTES OF ANNUAL GENERAL MEETING

**Held at Upper Mill Apiary
Tuesday 22nd November 2016 at 7.30pm**

Present	
Liz Knee (Chair)	Steve Secker
Helen Worwood (Secretary)	John Ollard
Linda Hughes	Marysia Owsianka
Mollie Bonard	Graham Hunt
Jill Forbes	Richard Parnell
Phil Ewing	Peter Ward
Gill Futcher	Flip Bakker
Jenny Breese	Ray Shepherd
Alan Berridge	Phil Shepherd
Diane Middlecoat	Eileen Dann
Kimberley Gimenes	G Dowse
S Helde Welsby	D Chartres
M Gale	Larry Keany
L Walpole	Lesley Cartright-Taylor
K Murrell	David Jones
K Broughton	Bill Thurston
Sue Woodward	Grant Sturman
Kevin Woodward	Pat O'Brien
Siobhan Delaney	Chris O'Brien
Elizabeth Davis	
Apologies	
Lex Winfield	Mike Hill
Bob Holah	Mike Hanley
Graham Andrew	Pete Smith

1. Welcome

The Chair, Liz Knee, warmly welcomed all attendees to the AGM.

2. Apologies

As listed above.

3. Minutes of AGM on 17 November 2015

Minutes from previous AGM had been circulated in advance of the meeting
No comments or questions were raised so were signed by Liz.

4. Reports from Chairman and Committee

Liz had compiled an overall report and circulated in advance of the meeting

Reproduced in appendix 1 for reference

Key points to note; the apiary had had a good season- despite the weather being against us the beginners with their mentors had done an outstanding job and secured a honey harvest. Harvest is approximately half of last year – but amazing as most came in during July as May, June weather had been so awful.

A question was asked about the reason behind course fees being raised in effect by 24%.

The reply was that in comparison to other associations we were still competitively priced (Reigate £150) we had also attempted to ensure value for money for students by bulk purchasing the BBKA beginners guide book as our recommended text for students.

5. Financial Reports and Approval of Accounts

John outlined the association's financial position, which continues to be strong. There was a positive cash flow of approx. £3,300, last year we had negative cash flow of c.£5,000 due to purchase of bigger shed.

The main sources of club income are

Courses £3,700 – NB we ran 2 taster days in 2016

Shop £3,300 - lower this year as buying was down presumably due to poor weather.

Queen Rearing project £2,800

Miscellaneous sales £2,800 mainly honey & equipment hire

Subscriptions £900. NB SBKA currently negotiating with HMRC re gift aid claim on subscriptions, it is likely that this is resolved to be in the region of £400 for the club, historically we would have expected £900.

Reports reproduced in Appendix 2 for reference:

Our internal expenses are principally for classroom maintenance and decoration

There has been a small increase to insurance cost due to extra shed.

There was a question about what payments the club made to members for services to the club.

In response John clarified, Course tutors receive c. £1073; Shop equipment assembly £953; Repairs & maintenance payment total £2,855; and Gardening £64.

There was a conversation about what the club should do with the approx. £20,000 in its accounts. The view in the room was that the club should learn from the experience of the Burlingham club who has had to increase fees significantly recently to keep sports pavilion going. The committee should confirm duration of remaining lease with council and subject to confirming an extension with Epsom Council should start exploring replacement rather than repeated repair to the classroom facility.

We didn't propose & second accounts!!

Thanks to John Ollard for another year as treasurer

6. Election of Committee Officers

All four of the following posts (as required by the constitution)

- Chair – Liz Knee
- Secretary – Helen Worwood
- Treasurer – Pat O'Brien
- Membership Secretary – Gill Fatcher

Were proposed by Geoff Dowse

Seconded by Kim Kingham

They were elected as a block with no objections or abstentions

8. Election of Committee Members

Thanks noted to Kim Gimenes, Steve Secker and Neil Manley for their service on the committee, now standing down and so in addition to the officers elected above, the following people were nominated to serve on the Main Committee

- Peter Smith
- Jenny Breese
- Graham Hunt
- Geoff Dowse
- Kevin Woodward

Proposed by Gill Futchter

Seconded by Sue Woodward

They were elected as a block with no objections or abstentions

9. Election of Divisional Trustee

No one has been nominated to stand as trustee and no one stepped forward in the meeting
Liz undertook to be available to anyone curious to know more about the role and available to anyone who wanted to know more.

Helen & Liz will attend as many SBKA council meetings as possible to ensure flow of communication.

10. Presentation of Awards

Liz presented our candidates for the BBKA exams and modules with their certificates:

Helen Worwood Module 2 with credit

Richard Elsam Module 1 with credit

Alan Berridge – taken more modules in November– awaiting results.

Liz thanked & gave bottles of wine to the following people for work down for the club:

- The committee for volunteering their free time to ensure the club continued to be well run. Particularly John Ollard for treasurer role; Gill & John Futchter for membership secretary & newsletter editor; Neil Manly for maintenance
- Tutors for beginners classes on Saturdays;
Pete Smith, Mike Hanley, Alan Berridge, Paul Gray, Roz Lewis, Graham Hunt, Graham Andrew, Geoff Harris, Carol O'Brien.
- For keeping the shop running:
Steve Secker, Kim Gimenes, Helen Worwood, Jenny Breese
- For organizing and "caretaking" the workshop space & jarring the honey crop
Pat & Chris O'Brien
- For running the Queen rearing Project
Phil Shepherd, David Jones & Kelvin Cope.
- We say goodbye to members who are giving up beekeeping or who are now moving away.
Elizabeth Davis, Eileen Dann, David & Maureen Chartres

11. AOB

- Marysia asked for help to sell through copies of her book. There are several hundred to sell
- Helen appealed for help at Ewell Yule on Friday 2nd Dec.
- Richard –offered a vote of thanks to Liz & Steve for always being willing to help those in need with a beekeeping query or issue.

The meeting closed at 8:02pm

And was followed by wine and nibbles

Prepared by Helen Worwood, Secretary

Signed.....*Alnoe*.....

Date.....*21/11/2017*.....

Appendix1: Report from Chair & Committee:

Epsom Division of Surrey Beekeepers

Chairman's Report

22nd November 2016

I would like to start this report by saying a very big thank you again to every member of the EBKA for your support during 2016 and to extend a warm welcome to all those new to the association. I would also like to say goodbye to those leaving us and hope that you will stay in touch via our website or Facebook page.

Having our own buildings and grounds is a real bonus but this results in added work and responsibilities to make sure that these are kept in good condition and that we generate enough revenue to maintain them. Through courses, nuc sales, shop trading, honey sales, membership and the generosity of members we are managing to do this and again I would like to say a huge thank you to all for enabling this to continue.

Upper Mill Apiary

The colonies in the teaching apiary all over wintered well with minimal feeding and intervention. The bees were treated against varroa using sublimation of oxalic acid in January and levels remained low during the season. A new group of 20 'Beginners' led by a team of regular tutors looked after the colonies. The season proved challenging due to a very wet, cold spring and early summer and in many colonies Chalkbrood infection was high. Colonies were slow to expand and significant nectar collection only started in late June! Despite concerns that we would not be harvesting any honey at all, the Beginners took a crop of approximately 240lbs - so almost half the weight of last year but delicious light, runny honey!

In May, Brian McCullum, Seasonal Bee Inspector visited the area to inspect colonies. After an evening visit to the apiary where members shadowed his inspections he gave a clean bill of health to the colonies. Subsequently a case of American Foulbrood was found within a 5km radius of the Upper Mill Apiary but luckily this appeared to be an isolated incident. Only one colony showed a treatable number of varroa - and this was done using the oxalic acid sublimation method. This will then be carried out on all colonies in December/January. Autumn feeding has been required to top up the stores.

Thanks to the Apiary Manger Pete Smith and the team of regular tutors: Mike Hanly, Helen Worwood, Paul Gray, Roz Lewis, Alan Berridge, Graham Hunt, Carol O'Brien, Geoff Harris, Graham Andrew and the Beginner Group for their excellent beekeeping! Attending as a regular tutor not only supports the Beginners but enables novices to embed practices and 'train' for the Basic Assessment, improvers to use their expertise and provides a variety of colonies to gain experience on. It is also provides an opportunity for beekeepers who cannot have colonies of their own to bee keep!

Out Apiaries

The EBKA is fortunate to have the use of several out-apiaries which provide space for member's colonies. These are located at Hatch Furlong, Plough Road and Belmont Allotments. Unfortunately, we had to move the bees from the Vernon's Nursery in Cuddington Road,

Banstead due to expansion of the site. The QRP is now located at the Upper Mill Apiary. We are always looking out for suitable gardens and land to house colonies.

Education

Education, teaching, support and mentoring form an important part of the EBKA and the association has continued to provide courses, weekly meetings, attend local events, provide talks, and promote via its website and Facebook page.

The Beginners 10 week theory course commenced in January with 16 candidates and followed on in April with the practical course which attracted 21 Beginners. The fee for these courses remained at £80.

We held the 'Taster Day' in May and due to increased demand held a second in June - a total of 33 candidates!

We have decided to increase the cost of the courses for 2017. The Theory course is now £110 (including The BBKA Guide to Beekeeping' manual), the Practical £100 and the Taster Day £50.

To date, we have 15 people booked onto the Theory Course and 'expressions of interest' for the Practical Course (4) and the Taster Day (14) to be held in 2017.

On the 8th May we spent a very enjoyable Sunday learning out to make straw skeps under the expert tuition of Chris Parks of Acorn Education - even the sun shone for a change!

The Apiary Open Day was held in July. We set up the observation hive, displays and information for the public to browse. Honey from the Upper Mill and various local beekeepers were available for the public to taste before buying.

The weekly Tuesday club meetings have continued to attract good numbers from our own association and from neighbouring divisions. We ended the season with the popular blind honey tasting event and we had new winners!

Three members also took and passed written modules and congratulations go to Helen Worwood (passing module 2 with a credit!), Richard Elsam and Alan Berridge.

Following on from the success of the 2015 study group, we have started a Module 5 Study Group which is running every third Tuesday of the month.

We have been visited by three external speakers this year - Francis Halstead who talked on wild flowers, Christine Stevens who talked about the honey harvest and marketing and Dave Charnley who held a mini workshop - 'Lip Balm and Licensing'.

Steve Secker used his expertise to turn a plastic drink bottle into an Asian Hornet Trap and held an evening workshop (which proved very popular) to ensure we all went home with one to hang in our apiaries.

We will celebrate Christmas with the annual 'Candle Dipping, Mulled Wine and Mince pies' workshop on Tuesday 6th December. I would like to thank Marysia Owsianka for preparing the wax for this evening (all collected from the apiary hives during the Beginners practical classes) and for teaching us how to make dipped candles.

I would also like to take this opportunity to say thank you to all those who regularly help with our educational programme - we are always looking for new topics and ways to improve these evenings and welcome your feedback and ideas.

EVENTS

We attended fewer summer events in the local area this year due to the slow season - but have several Christmas Fairs booked and are busy exploring opportunities for next year.

When	What	Honey sold
March 2016	Herald of Spring	Apiary - £216 = 36 jars
July 2016	Apiary open day	Various beekeepers only
Sept 2016	Epsom Family Fun Day	Apiary - £70 = 10 jars

Buildings and Maintenance

A cleaner has been employed for the last 12 months to regularly Hoover, clean the kitchen, bathroom and floors and following the success of this a regular gardener now attends the grounds. The 'mound' has been cleared and covered and we will address planting options next year. Our thanks go to Lisa and Linda for their hard work.

I would like to thank David Dowson for his regular grass cutting - I think the bees were better behaved this year!

We contracted Flip Bakker earlier in the year to paint the external window frames and building shell as well as replacing guttering and reroofing the small sheds. The kitchen and classroom also received a coat of paint to freshen up the interior.

All the stock for the shop, extractors and equipment for hire is now housed in the new garage 'shed'. This has released the workshop space which has been cleared and tidied and was put into good use during the beekeeping season. I would like to give a special thank you to Chris and Pat O'Brien for taking on this task - please help us to ensure it stays this way!

Apiary Trading

The poor season resulted in a reduction in shop sales but this remains an asset for the association. The stock for next year has been delivered and fondant is available for winter feeding. The 'sale day' for 2017 has been confirmed for the 25th March.

Tuesday night shopping remains popular and we will continue to open between 7-7.30pm but from April 2017 new Saturday shop opening times will be trailed at 11 - 1pm.

Our thanks go to Steve Secker (Shop Manager) for sourcing stock at competitive prices and Helen Worwood, Kimberley Gimenes and Jenny Breese for their continued time and efforts to ensure it runs smoothly.

The Queen Rearing Project

The winter of 2015 was generally mild and so all the nucs carried over from the previous year did well. There was a big demand for nucs in the spring and 7 were made available to members from winter stock. During the spring and early summer the weather turned cool and wet up until the end of June. These conditions presented us with colonies building fast and not much flying time and as a result we split them into nucs. July saw good conditions for queen rearing so nucs were plentiful and by October a further 21 had been sold to members.

During the summer we acquired 3 "hygienic" queens from the Sussex University LASI department to add some diversity to the stock of Surrey bees that we use. After some early problems and the replacement of 2 of the queens, we now have 3 colonies for next

year's queen rearing. In addition we added to our Buckfast stock. Going into this winter we have 11 nucs and 5 colonies.

David and myself are grateful to Kelvin Cope for his support during the year, and with his returning to New Zealand, we wish him good luck in his future beekeeping. Replacement support in any way would be welcome, particularly in equipment cleaning and building.

I would like to thank Phil, David and Kelvin for running the QRP and providing support and advice to customers as well as great bees!

Membership

By the close of the 2015/16 membership year on 30th September 2016, EBKA had 117 members. The following table shows how this compares to previous years.

Type of member	2015/16	2014/15	2013/14	2012/13
Registered	85	91	100	92
Partner	12	11	12	14
Country	8	5	4	4
Junior	1	0	0	3
Friend	8	1	2	3
Honorary	3	4	4	3
Total	117	112	122	119

Members are currently in the process of renewing their membership for the 2016/17 membership year. To date (31st Oct), 81 members have renewed their membership and 15 new members have joined for the first time. The number of new members is an increase from last year when we had 9 new members. 16 of last year's members have resigned this year, and 18 have not responded to reminders to renew.

All subscriptions for membership have remained the same for 2016/17 and are as follows

Registered member with paper Bee Craft	£51.00
Registered member with digital Bee Craft	£45.00
Partner member	£16
Country member	£17.00
Junior member	£7
Friend member	£10

Leavers

There are times when we must say goodbye to members for various reasons. I would like to say goodbye and thank you to all of those who have left this year and to thank you for your support.

Three of our leavers deserve a special mention.....

Elizabeth Davis - who has been a member for many years.

Eileen Dann - who has provided her horticultural expertise. We owe the lovely yew hedge planted between the apiary and neighbours garden to Eileen who collected seedlings on her daily dog walk - which have now grown into a substantial hedge!

David Chartres - as well as a long-standing member was instrumental in organising the plans and construction of the brick workshop as well as many other site jobs.

Newsletter and Website

Being able to promote the activities of the EBKA to both the public and beekeepers is an important part of advertising and education - we do this via our website, Facebook page and newsletter. We are in the process of improving the different areas of the website to expand the use. Bob Holah has now passed on the role of newsletter editor to John Futcher and Graham Hunt is taking an active role in improving the website. Our thanks go to them for their help.

Our Facebook page continues to grow- we now have 298 friends. From what we can see of their profiles most are non-beekeepers in the Epsom area, many message us looking for local honey and most posts we share are seen by 100 people and some of our most liked and shared posts can be seen by 200.

It continues to be a useful way of showing interested people that we are an active association so we welcome any members who are Facebook users to like our page and posts and re share on your own timeline whenever you can.

Finances

Sadly, we say goodbye to John Ollard who has completed his term of office as Treasurer! Our thanks go to him for carrying out this role. Please see separately attached documents for details of final accounts. I would like to thank Julie Freshwater for auditing the accounts again this year.

The Committee

The committee meet 4 times a year to discuss and action everything required to run the EBKA, maintain the environment and provide an interesting range of events to educate, inspire and retain its members as well as raising awareness of beekeeping within the local community. Our active committee and membership are vital to ensuring the associations success and I would like to encourage you all, particularly new members to join in and help to achieve this. It is important that we hear feedback so that the activities of the association reflect what is needed by its membership - so please get in touch and give us your ideas and likes.

Liz Knee

Appendix 2 Statement of accounts

SURREY BEEKEEPERS ASSOCIATION EPSOM DIVISION

Charity Number 010263

STATEMENT OF FUNDING ACTIVITIES FOR THE YEAR ENDED 30 SEPTEMBER

		2016	2015
		£	£
Incoming resources			
Incoming resources from generated funds			
Voluntary income	1	9,942	8,994
Activities for generating funds	2	21,161	24,820
Investment income - bank interest		7	5
Total incoming resources		31,110	33,819
Resources expended			
Costs of generating funds			
Costs of generating voluntary income	3	(4,942)	(4,664)
Fund raising costs	4	(12,787)	(17,849)
Charitable activities	5	(7,583)	(5,341)
		(25,312)	(27,854)
Net movement in funds before depreciation		5,798	5,965
Depreciation	6	(1,247)	(1,486)
Net movement in funds after depreciation		4,551	4,479
Total funds brought forward (unrestricted)		32,704	28,225
Total funds carried forward (unrestricted)		37,255	32,704

BALANCE SHEET AS AT 30 SEPTEMBER

	Notes	2016	2015
		£	£
Fixed assets	6	8,339	9,131
Current assets			
Stock	7	9,820	6,355
Debtors	8	150	26
Cash at bank		21,737	18,392
Total current assets		31,707	24,773
Current liabilities			
Creditors	9	(2,791)	(1,200)
Net current assets		28,916	23,573
Net assets of the Division		37,255	32,704

J.O. Ollard
John Ollard
Treasurer

Elizabeth Knee
Liz Knee
Chairman

Auditor's Certificate

I have examined the above Statement of Funding Activities and Balance Sheet as at 30 September 2016 and confirm that they are in accordance with the books and records of the Division as presented to me.

[Signature]

Hon Auditor

Date 7th November

2016

	2016	2015
	£	£
STATEMENT OF FUNDING ACTIVITIES		
1 Voluntary Income		
Subscriptions	4,453	4,400
GfR aid	0	1,009
BDI Premiums	267	283
Course fees	4,760	3,120
Donations/miscellaneous	462	182
	<u>9,942</u>	<u>8,994</u>
2 Activities for generating funds		
Equipment and sundry sales	20,711	24,480
Rental and hire income	450	340
	<u>21,161</u>	<u>24,820</u>
3 Costs of generating voluntary income		
Capitations to SBKA	3,591	3,697
BDI premiums	279	307
Other costs	1,072	660
	<u>4,942</u>	<u>4,664</u>
4 Fund raising costs		
Equipment purchases	12,659	17,689
Other payments	128	160
	<u>12,787</u>	<u>17,849</u>
5 Charitable activities		
Apiary & Club expenses	7,583	5,341
	<u>7,583</u>	<u>5,341</u>
BALANCE SHEET		
6 Fixed Assets		
	Buildings	Equipment
	£	£
Cost		
At 1 October 2015	32,623	5,648
Additions		455
At 30 September 2016	<u>32,623</u>	<u>6,103</u>
Accumulated depreciation		
At 1 October 2015	23,800	5,340
Depreciation charge for the year	980	267
At 30 September 2016	<u>24,780</u>	<u>5,607</u>
Net book value		
At 1 October 2015	<u>8,823</u>	<u>308</u>
At 30 September 2016	<u>7,843</u>	<u>496</u>
7 Debtors	2016	2015
Amount falling due within one year:	£	£
Debtors and payments in advance	150	24
	<u>150</u>	<u>24</u>
8 Cash at bank		
Charities Aid Foundation	3,216	3,209
HSBC	18,521	15,183
	<u>21,737</u>	<u>18,392</u>
9 Creditors		
Amounts falling due within one year:		
Creditors	346	182
Amounts received in advance		
Membership subscriptions and course fees	2,445	1,018
	<u>2,791</u>	<u>1,200</u>