

EPSOM DIVISION SURREY BEEKEEPERS ASSOCIATION

MINUTES OF MAIN COMMITTEE MEETING

**Held at Upper Mill Apiary
Monday 14th January 2013**

Present	Apologies
Liz Knee (EK)	David Jones
Peter Smith (PeS)	
Steven Secker (SS)	
Neil Manley (NM)	
Phil Shepherd (PhS)	
John Ollard (JO)	
Colin Sutton (CS)	
Kimberley Gimenes (KG)	
Tina Corr (TC)	
Hilary Livesey (HL)	

1. Minutes of AGM held on 17th November 2012

The minutes of the AGM were agreed.

2. Matters arising – action points

None

3. Sub-committees

Roles

The following confirmed they are willing to continue in the following roles:

- Chair of Grounds and Maintenance Sub-Committee – NM
- Apiary and Shop Manager – SS
- Newsletter – TC
- Website - PeS

HL agreed to chair the Admin Sub-Committee.

EK asked CS and KG to have a think about which sub-committees they might like to join. She also noted that there is a need to revive the Education Sub-Committee and appoint a chair to replace Alasdair Maclean.

Communications and Publicity Sub-Committee

TC reported that the newsletter has been reformatted.

PeS informed the Committee that EBKA will have to move the website to a new host by the end of the month, as Wagner Gimenes is no longer able to host it for us. He is happy for us to take over ownership of the website address. PeS has done some research and 1&1 Internet Ltd can provide us with a package that gives us the functionality we're already using for £6.99 + VAT per month, with the first 6 months free. EK thanked KG for hosting the website for the last four years. PeS asked whether the bank account can make direct debit payments, and HL confirmed that it can. TC asked whether the website would have additional functionality with the new host, and PeS confirmed that it would additionally have forms, but not Paypal as this would have cost £24 per month. PeS stated that he will migrate the website to 1&1 at the end of January.

EK noted that the members' sign-in details have changed for the new membership year. She also asked that the website is kept up-to-date. PhS questioned whether the telephone numbers for swarm collectors are correct, and EK confirmed that she needs to take the swarm collectors details and check.

TC asked whether there is going to be a Communications and Publicity Sub-Committee this year. EK felt there was probably no need, and SS suggested that it could come under the Admin Sub-Committee.

EK reported that she has designed a small card with information about EBKA on it for the public to take. She asked PeS to investigate some prices for printing it, and he replied that he would

Membership

HL informed the committee of the number of members of EBKA this year: 85 registered, 13 partners, 3 country, 2 junior, 2 honorary, 1 life. She confirmed that the total is close to what it was this time last year. EK asked her to send a list of members to the Committee, and she said she would do that. PeS stated that the list is not yet on the website. HL reported that only 7 members had asked not to have their details put on the website.

PhS noted that Marysia Owsianka is not an honorary member, despite the services she has rendered to the club. EK reported that this had been intended, but that a proposal had not been made to the Divisional meeting in time. The Committee voted unanimously to make Marysia an honorary member, and EK said she would ask David Jones to take it to the Trustees.

Buildings and Grounds Sub-Committee

NM reported that all outstanding tasks on buildings and grounds maintenance have been completed, apart from fixing the blocked drain. He has been in dialogue with Thames Water about it since April, and he will continue to pursue it. NM also thought it might be necessary to put a layer of sealant on the timber this year.

NM noted that there is a need to organise some working parties. Dave Chartres has advised that these need to be more often than once every 6 months.

PhS noted that there is a leaky gutter, and NM confirmed he would have a look at it.

EK reported that there are gaps in the paving in the apiary which could be a trip hazard.

KG asked whether wildflower seeds had been sown in the apiary, and EK stated that it is hoped to be able to sow the seeds this season.

KG reported that it is getting muddy in the car park. PeS said that he would check the lease plan to see if it is our responsibility.

SS stated that we should hire a carpet cleaner and clean the carpet as had been agreed. KG asked whether EBKA is not in a position to buy new flooring, and NM informed her that the Committee had decided it was not worth the expense and would be too noisy.

NM noted that it may be necessary to allocate some funds to replace the roof of the clubhouse at some point in the future. The clubhouse was built in 1982 and roofs normally last 20 years. EK asked NM to make an estimate for budget required.

Treasurer

JO said that he would like to organize a handover soon.

EK reported that the capitation payment of £3257 has been made to SBKA. HL noted that we also have to pay BDI of just under £300. HL reported that there was £5572.80 in the bank account on 1 January. SS confirmed that the bill for the stock has been paid.

EK confirmed that EBKA still has a CAF account. Committee members details have been provided to CAF Bank to comply with anti-money laundering regulations.

Trustee

EK reported that the Divisional meeting had been held the previous week. The Annual Delegate Meeting was to be held at the weekend, and so we will find out at the next meeting what is happening locally.

Shop

SS reported that the stock for next season has been bought, and apart from a couple of things that the shop has run out of, it is now just ticking over. He has bought some fondant, and has about 10 12.5kg boxes left. The apiary will need some fondant, and the Queen Rearing Project might need some, otherwise members can buy any that's left from the shop. He will place another order for stock before April which is when the prices go up.

SS confirmed that the shop will be open on Saturdays from 3pm to 5pm beginning on 30th March. SS and KG said that if they are at a club night on a Tuesday, they would be happy to open the shop then as well. SS stated that he does not want to involve anyone else in holding keys for the shop.

Apiary

SS reported that he and EK checked the hives on 1st January. All 8 colonies are alive and well. They were treated with oxalic acid and hefted, and he will put a bit of fondant on each one in the near future.

PhS noted that one of ideas put forward last year was to use 4 colonies for teaching and 4 for other purposes. EK responded that for the beginners' practicals, the plan is to assign beginners plus a tutor to a hive and for the beginners to be responsible for it throughout the season.

JO asked whether there is a mentoring system in EBKA. EK replied that there isn't, because it isn't easy to implement and is quite a time commitment for people to make.

SS stated that the apiary needs a budget, mainly for wax and frames but possibly also a new hive. PhS responded that all sub-committees should have a budget, and if this is going to be overspent then the sub-committee should get approval for this from the Main Committee beforehand. HL reported that the Admin Sub-Committee had a budget for last year, but she didn't know how the outturn expenditure compared to it. PeS asked if the Treasurer could come up with a standard format for budgets for the sub-committees to fill in.

EK informed the Committee that all the colonies that were at Nescot have now been moved to Hatchfurlong, approximately 10-15 colonies. PhS reported that there are two queen-rearing colonies at Belmont allotments.

4. Education

Ideas for Weekly Tuesday Meetings

EK stated that there is a need to start planning the weekly Tuesday meetings programme that begins in March, and that we need ideas for talks. She noted that clinics and question and answer sessions are always popular. Alan Byham is booked in for a talk in March covering disease and possibly also spring management. EK is giving the 5th talk on SS suggested Bob Maurer who can speak on a variety of topics. PhS reported that Gerry Collins who is a master beekeeper and honey show judge in Doncaster has said he would be willing to come and talk to members. EK has a neighbour who is involved with the Insect Pollinator Initiative and can come and talk to us about pesticides. TC said that Kingston University is piloting the Apidictor and the sound engineer may be willing to give a talk on it.

PhS suggested that if a speaker is expensive, then we could invite non-members and charge them. EK said this would be possible, on condition that there is enough space for EBKA's own members to get in.

EK informed the Committee that there is a list of forthcoming events in the newsletter, and PeS noted that they are also in the calendar on the website.

Beginners Course

PeS stated that 11 people came for the beginners' course last week, and 4 have signed up for the practical sessions. EK suggested that we could invite them along to the Tuesday

evening sessions and send them the newsletter, to encourage them to join and not let them disappear.

TC asked when the taster day is being held, and EK replied that the date has not yet been set.

Intermediate Group

EK informed the Committee that it is intended to run a free intermediate course for people in at least their 2nd year of beekeeping, and suggested that the apiary hives could be used for that. A date needs to be set for the Intermediate Group. EK asked the Committee members to let her know if they are interested in being tutors for the intermediate course. PhS, SS and PeM said they would be happy to help out.

Displays at Bourne Hall Museum

EK informed the Committee that EBKA has been invited to have a stand at the Herald of Spring weekend at Bourne Hall on 2nd-3rd March. The theme is 'Magic and Medicine'. It will cost £115 to have a stand, which measures 6 feet by 2 feet, for the whole weekend. We would be able to sell honey, but the main purpose is publicity. TC suggested that seed bombs could be made/sold. EK will put an application in, and asked for any more ideas from the Committee.

EK also spoke to the museum curator at Bourne Hall, who said he would be interested in having a display about EBKA, including information about some of our interesting former members.

5. Queen Rearing

PhS reported that the £2000 loan from the club has been repaid. PhS reported that the plan is to run the QRP in much the same way as last year, but getting additional people involved to help. The aim is to get members to do their own queen rearing to give them long-term stability in their own apiaries. Regular demonstrations will be held. He felt that it would be nice to try something else to maintain interest, but that we should be cautious about doing grafting because this can be a lot of effort for a potentially poor return.

6. Dates for Year

EK noted the following upcoming events:

- Herald of Spring, 2nd-3rd March
- Ewell village fair, 13th July
- Wisley, 23rd-24th March. This is an opportunity to join Guildford and Kingston BKAs and do a joint display. It will be free. Derek Jones at Kingston BKA is coordinating it.
- Taster Day 19th May

PhS asked whether anyone had signed up for the beginners' course at last year's Taster Day, and EK reported that one person did.

CS asked whether there would be a crib sheet for people helping out at events so that we are all giving out the same information. EK confirmed that a sheet of information would be provided.

7. AOB

Guides

EK informed the Committee that Mollie Bonard has asked if she can bring a group of 12 guides to the apiary to look in a hive. She reported that David Jones was concerned that there should be some kind of disclaimer attached to this. She stated that it is not a safeguarding issue as guiders will accompany the guides. A similar request was turned down last year, but this was for 30 guides.

It was suggested that if it takes place it should be done before there are too many bees in the hives and that numbers at each hive should be limited to 2-3 at any one time. It was also suggested that a risk assessment will need to be done, and that the guides should be given a form to take to their parents to sign. We will also need to tell them what to wear. SS noted that a policy document to cover such a situation is currently being written. This will contain strict guidelines. EK said she will liaise with David Jones and make sure it is done properly.

Charity Paintball

EK informed the Committee that SBKA has given each division a ticket to sell which admits 10 people to a charity paintball event, and for the money raised to be given to SBKA. She suggested it could go in the newsletter offering the ticket to the highest bidder. However, the Committee unanimously felt that this was not appropriate and that the ticket should be given back to SBKA.

Swarm Control

SS stated that he is happy to stay on the swarm list for EBKA, but does not want to be on the BBKA list as they go by postcode which can sometimes be a long way away. He is not happy going out to deal with bumblebees. PhS stated that he feels the same way as SS. PeS said that he will check whether their names will have to be taken off the BBKA list.

SS also stated that he felt that any swarms collected should be offered to the EBKA club apiary or the QRP. There followed a discussion on swarms and it was agreed that the list of those 'wanting swarms' posted on the club notice board would be discontinued. PeS reported that Epsom Borough Council have said that if EBKA collects a swarm for the Council, then EBKA can make a charge on the Council to cover the costs of doing it. PhS cautioned that we should be careful about this, because we're not offering a service to the community and we need to make it clear it's a voluntary activity. SS and PhS agreed that they would not charge for collecting swarms, but that if money is offered to cover expenses then they will accept it.

8. Committee Meeting Dates for Year

The following meeting dates were set:

- 4th March
- 13th May
- 1st July
- 2nd September
- 16th November – AGM

PeS requested the sub-committee chairs to organize the sub-committee meetings for the months in between the above dates. He also asked for sub-committee budgets to be set at the next meeting of each sub-committee.

8. Action list

All	Email EK with ideas for subjects for the Tuesday evening club nights.
All	Let EK know if you are interested in being a tutor for the intermediate course.
All	Email EK with ideas for the stand at the Herald of Spring event.
CS/KG	Consider which sub-committees you would like to join.
PeS	Move website to 1&1 by the end of January.
EK	Check telephone numbers for swarm collectors are correct.
EK	Ask David Jones to approach the Trustees about making Marysia Owsianka an honorary member.
EK	Liaise with David Jones over the guides' apiary visit.
PeS	Investigate some prices for printing the small information card.
PeS	Put list of members on website.
PeS	Check lease plan to establish responsibility for car park.
PeS	Check whether SS and PhS need to be taken off the BBKA swarm control list.
NM	Pursue Thames Water to fix blocked drain.
NM	Investigate leaky gutter.
NM	Investigate paving in apiary.
NM	Hire carpet cleaner and arrange for carpet to be cleaned.
NM	Estimate a budget for replacing the roof.
HL	Send list of all members to the Committee.
HL	Arrange for handover of Treasurer responsibilities and documentation to JO.
JO	Devise a budget template for the sub-committees to use to draw up budgets.
S-C Chairs	Set date for next meeting and draw up a budget at the meeting.