

**Lincolnshire Beekeepers' Association**  
**Minutes of Central Council Meeting**

7:00pm Tuesday 9<sup>th</sup> April 2019  
Premises of E.H. Thorne, Beehive Business Park, Rand

Present

Officers: P Raines-PGR (Chair), I Burnley-IB (Vice-Chair), C Lake-CL (Treasurer/Market Rasen), G Luckhurst-GL (Membership Secretary), R Harrison-RH (Honey Show Chair)

District Representatives: W Hamilton-WH (Louth), G Carrott-GC (Horncastle), P Verdegaal-PV (Boston), F Ross-FR (North Lincs).

In attendance: C Bateson-CB (Lincoln), N Gardener-NG (Lincoln), B Perkins-BP (Boston), P Kime-PK (Boston), D Harrison-DH (Honey Show Treasurer), K Baker-KB (Sleaford).

**1. Welcome & Apologies**

D Bayes-DB (Secretary), G Smith-GS (Wragby), C Croson-CC (Sleaford)

**2. Minutes of previous Meeting**

There were some corrections to the minutes from January Meeting:

Richard Harrison- The minutes state "Lincolnshire Show Committee will be making public aware of this". RH wished everyone to know the show committee were not aware of this at the time of the meeting.

The minutes were not agreed and signed as a true and accurate record. They will be amended and brought to the next meeting for signing.

**3. Matters arising from minutes**

CB raised that the website had not been updated with the 2019 dates. GL volunteered to spend some time updating the website with this year's information. GB is to get in touch with DB to see if he can get access to the website and update.

GL also volunteered to reorganise the website and add new information and images.

**4. Secretary's Report**

Great to see a higher number of members coming to the AGM in March, numbers were still low in comparison to the total overall membership, but still a good improvement over last year.

As I stated in January and at the AGM (this year and last), I did want to step down from the Secretary role, but there was no one forthcoming to step into the position. Therefore, I am now ACTING Secretary. I will repeat the comments I have made previously that I do find it difficult to make time at present for the LBKA work, but I will endeavour to do my best.

I've done some research on the Code of Conduct, so I'll circulate this once I've produced a

draft.

Any emails / contact will be / has been forwarded to the relevant districts as appropriate. The draft minutes have been sent out to District Secretary's as well as Central Council members as previously requested, for those Districts which do not currently have a Rep. This can them be forwarded to District Committees as appropriate.

Finally, I will be contacting the new Central Council members who are eligible to become Trustees in the near future with the Charity Commission forms to get them registered – in the meantime, I think it would be prudent to remind everyone to read the guidance for new Trustees on the Charity Commission website. DB

## 5. Membership Secretaries Report

Graham Luckhurst gave his report

Since the AGM all district membership secs. have put effort into getting the new BBKA Membership Database up to date. The LBKA membership secretary wishes to record his thanks for their effort and to thank Catherine Lake for her support.

The comparative membership figures on last year are

	Full	Partner	Junior	Country	Associate
2018	451	43	8	6	175
2019	391	44	5	2	62
Diff	(60)	1	(3)	(4)	(113)

Although as we are still updating the database please take these figures with a pinch of salt.

New members can now be added by the District Membership Secretary and are assigned membership numbers start from 10,000.

The BBKA swarm collectors map is now directly connected to the membership database and modification appears immediately on map.

Only 76% of members have an email address recorded. It is expected that around 98% of members have an email address. The LBKA membership secretary will encourage District membership secretaries to add the email of members who have one, as it expected that the new system will be used increasingly to communicate with new members. We now need to work on the BBKA/BDI returns.

District Officers should be marked on the database as Committee Members. District Officers will need to be given access to the system. If you need to add more of your District Officers please contact Catherine Lake.

We will eventually be using this database to produce the QR and also claim Gift Aid. Please can all Membership Secretaries ensure the right boxes are ticked for this.

GL offered to help the Districts complete the database and has asked them to get in touch. As soon as the District Membership Secretary has completed the database the spring capitation needs to be completed so payment can be made.

## **6. Treasurers Report**

CL gave report to the group.

The financial position as of 08/04/19 is as follows

Community Account Balance – £7,784.40

No 2 Account Balance - £338.22

Savings Account - £4,020.82

The savings account is still owed £1,000 from the transfer carried out in October 2018 to cover the cash flow issue, this will be completed once the Spring Capitation has been paid and Gift Aid claimed.

CL questioned the need for the No2 Account.

CL proposed the No 2 Account be closed and monies be moved to Community Account as we now have no requirement for a second account. Chair seconded – Votes 9 agreed no against, no abstentions.

The BBKA capitation and BDI payment has yet to be paid which is why the balance of the community account is healthy although there are 2 Districts who have not as yet paid their membership subs.

We have paid the accountant this month for the AGM work and the cost for the hire of Riseholme College for the Spring lecture.

The 2018 accounts have now been posted on the Charity Commission website after being signed off at the AGM. As mentioned in the Membership report I will be claiming the outstanding Gift Aid for the retrospective years and the current year so keeping the database accurate for this is essential.

Please can membership secretary's check this is done for June.

Just as a reminder can all Districts keep a record of any purchases this year for their Asset Register, one comment from John (accountant) is that some Districts aren't as good as they could be and it should be one thing we look at in the 2nd half to ensure we are up to date for 2019 Accounts.

Invoices for QR advertising will be raised this month.

Finally thank you to all District treasurers for providing their District information in time to complete the Association accounts for the AGM.

CL raised no invoice was received from the gentleman who spoke at the Spring Lecture. PGR will email and request he send his invoice on, in order we can settle.

## **7. Lincolnshire Show Committee Report**

RH confirmed things were progressing with Lincolnshire Show, and again, asks all Districts for

volunteers on 19<sup>th</sup> and 20<sup>th</sup> June – Show Day. The Show Committee have now had a Honey Show Committee meeting and agreed; the Asian awareness raised at the January CC meeting will be presented at the Lincolnshire show.

He also informed the group there is no-one to run the Information desk. RH asked if someone would volunteer to run the desk at the show. S. Raines agreed to co-ordinate with PGR. SR asked all the District Reps to email her with the District information meeting dates, contact details etc. SR to coordinate with RH what additional work needs to be done for the info desk.

## **8. Education Committee Report**

Chair asked if anyone has been proposed for the Education Committee. There was some discussion as to the need for an Education Committee as it was felt that the District are doing fantastic work coordinating their own courses, bee health day (North Lincs) taster day (Thornes) and many beginners' courses.

It was felt an Education Co-ordinator would be beneficial as a point of contact required to co-ordinate training days within the LBKA and ensure that the Education Reps in the Districts had a link into LBKA and with each other. IB volunteered to coordinate this and contact all District Education reps.

It was also proposed that Central Council would review this approach at the October and review the Constitution in relation to the Education Committee.

Action: all trustees to review education committee documentation in preparation for the October committee.

## **9. Grant Applications**

Boston District presented an idea about coordinating an artificial insemination course and looking at having a tutor and equipment etc. Chair confirmed Boston members needed to make a proposal with costs and bring back to the next meeting in July, where it will be voted upon. Other trustees gave names of support that could be contacted and it was agreed by all that it was a brilliant idea.

## **10. AOB**

### **10.1 Website**

Graham Luckhurst report:

At the LBKA AGM I offered to help with the LBKA's website. This short document is simply a list of ideas not a complete plan.

The main reason for putting this down in writing is to simulate thought and ideas in other LBKA members. If you have an idea PLEASE let me know about them.

I would suggest that we use our website as a cross between a newspaper and a filing cabinet. Keeping records of event, decisions, activities, achievements.

Newspaper like features would be:

- Calendar of upcoming events and dates of meetings
- Discussion Groups
- Useful links like, videos, books, websites, equipment suppliers, other associations
- List of what we do

Filing Cabinet like features would be:

- Copies of meeting minutes
- Membership information like forms and their online versions
- Methods of contact to Central Council members, Districts, swarm collectors
- Records of events lists of winners, entries, regulations, schedules
- Documents. Eg accounts, statements, minutes, reports

The front page would be slightly different. It could contain information and links about things like swarms, next meeting, monthly do to list, announcements, a statement of who and what we are.

Future developments could be: Members blogs, pictures, recipes.

We should also setup a Facebook page for LBKA as a quick way to spread news to members. If you have any thoughts please contact me at [grahamluckhurst@gmail.com](mailto:grahamluckhurst@gmail.com).

Following his report, Facebook access was discussed by the group. It was suggested that the Districts could be linked in Facebook. One or two Districts have not got Facebook pages at this time.

GL will prioritise the website between now and July. CL felt that this would be a suitable area where LBKA could invest our money, if required, as it would benefit both members, Districts and educate the Lincolnshire wider public. GL felt that we may not need additional funding for now.

#### 10.2 Publicity of LBKA

IB Vice Chair felt that the Trustees should visit Districts and make themselves known.

#### 10.3 Bee Health Day

FR reminded Council that North Lincs were running this year's Bee Health Day. Applications need to be in now as the event is limited to 60 people – Saturday 8<sup>th</sup> June. To be held at Broughton Village Hall.

#### 10.4 Junior Courses – Basic Assessments

Boston asked about specific courses for Junior Members. CL suggested they contact Celia Smith to ask about what Junior courses BBKA offer or alternatively Mike Seal, as exams officer, they both may know the answer.

#### 10.4 QR

KB raised the question about moving the QR to an electric copy and also about the format and content. Lincoln were concerned that they were not included in the previous question results regarding the change of format of the QR and had indeed returned their members thoughts as requested. Chair apologised for this omission.

There was a good healthy discussion about the current format and all felt that it could be improved, but it is down to the members to improve the content.

It would be down to Council to agree the direction and format of the future QR. There were

lots of ideas proposed and it was felt that rather than spend time in this meeting that this would be a specific agenda point on the agenda in July.  
All attendees were asked to think about this for the next meeting and the expectation would be that out of that meeting the District reps would canvass their members regarding the format and content of the 'new' QR.

#### 10.5 Sleaford AGM report

KB raised that Sleaford sent details of their Chairman's report to LBKA Secretary who did not read the whole of Sleaford's report at the AGM or publish it in the report. CL informed the meeting that this document is a legal, public document which is audited by the Charity Commission should only contain items that indicate to the Charity Commission that we are achieving our charitable objectives and is not a full essay on the District views and activity.

A brief will be sent out next year informing the Districts this is what required with a recommendation that we have a 500-word count restriction. Authors of the documents also need to be aware that The Secretary and Treasurer co-authors of the document alongside our accountant we reserve the right to edit any content provided.

#### **11. Date and time of next Meeting**

Next Central Council Meeting to be held on Tuesday evening 9<sup>th</sup> July 2019 at E.H. Thorne premises 7.00pm.

As there was no further business, Chair thanked the group for attending and also E.H.Thorne for allowing the use of the room, the meeting closed at 9.15pm.

Signed .....(Chair, LBKA)

Date.....