

**WEST NORFOLK AND KING'S LYNN BEEKEEPERS ASSOCIATION  
COMMITTEE MEETING HELD AT THE SAILING CLUB  
On Tuesday 5th May 2009**

**PRESENT:** Jill Tinsey, Penny Snell, Chris Snell, Joe Trattle, Kate Sayer, David Bancalari, Joan Burton, Brian Gemmell, Stuart Grant, Judy Heal, Colin Sayer, Kelly Thrower and John Woodford

**APOLOGIES:** Lorraine Gibson, Terry Gibson, Keith Morgan and Margaret Woodford

**MEETING OPENED:** 20.05

## **1. MINUTES**

The minutes of the last meeting were agreed and signed as a true record subject to the addition of BG to the list of attendees.

## **2. MATTERS ARISING:**

### *2.1 Item 2: 7<sup>th</sup> April*

2.3.3. It was noted that Penny Young had agreed to be the cake judge at the Sandringham Show. KS reported that she had received the complimentary tickets for the Skerritts.

7. DB reported that he had not yet received the updated membership form from JT.

### *2.2 Item 5.3: 7<sup>th</sup> April*

Members noted that DB had received winter loss data from 10 people: others had sent data direct to KM. DB explained that he would analyse the data and forward the results to KM.

### *2.3 Item 6.2: 7<sup>th</sup> April*

Identification of auditor: to remain on the action list.

## **3. CORRESPONDENCE:**

3.1 Copies of the e-mails received by the secretary had been forwarded to committee members.

3.2 Lottery prizes: members noted that two first class rail tickets had been pledged by First Connect and a £10 gift voucher pledged by Waitrose at Swaffham.

## **4. TREASURER'S REPORT:**

CS reported that there were some issues with the accounts that could not be resolved but that the accounts had been audited and it would be the audited 2008 accounts which would be submitted to the EGM for adoption.

Members' attention was drawn to the difference of some £1200 between income and expenditure over the year: it was noted that much of the expenditure had been invested in the future eg apiary and courses.

Members requested that a full analysis of income and expenditure by project (Sandringham Show, events, apiary and education) be circulated for discussion at each meeting: it was hoped that this could be used to set a project budget in future years.

Members confirmed their earlier agreement that BG had delegated authority to the level of £50.

## **5. BEE INSPECTOR'S UPDATE:**

The Chairman read the report submitted by KM:

- EFB: a low level had been found this year
- Varroa: high levels of mites were being found and the Bee Inspectors were advising drone brood removal and *Apiguard* treatment during the June gap [a crown board should be placed over the *Apiguard* and any empty supers placed above the crown board].

## **6. COMMITTEE MEMBERS/OFFICERS ROLES:**

KS passed the draft "Show Organiser responsibilities" document to the Chairman for approval: and reported that MW would discuss her role with the Chairman. It was agreed that point 8c should include receiving the labels and, under point g, the press release should include the results: copies would need to be sent to the webmaster, BeeAware and the Lynn News.

## **7. ASSOCIATION APIARY:**

BG informed members that the Education Committee had discussed the offer of tenure for the Blackborough End apiary site from Anne Carter (AC). The Committee was recommending that the proposal be explored further on the basis of a 99-year lease and had circulated a draft letter which could be sent to AC: it set out some examples of the ways that the site could be used and a number of issues which would need further clarification. A meeting between TG, BG, CS and AC had been arranged for 26 May.

Members raised the following issues:

- the proposals may be classed as change of use (from woodland to teaching facilities with building) and there may be a change in the ratable value as a consequence.
- it was likely that the Association had a solicitor as member: we should ask for their advice.
- while there may be grants that would help with some aspects of the apiary development, the site would need to be self-supporting in the medium- to long-term.
- the peppercorn rent had still to be decided.

Members approved contents of the draft letter and agreed it should be sent to AC without commitment.

Members were reminded that, due to the recent dry weather, there was a potential fire risk at the apiary site: there was a fire bucket for lighted smoker fuel, but suitable signage should be prepared and beaters should be available. It was agreed that those running events needed a checklist so they could remind participants of the health and safety issues at the start of each session. BG and the Chairman agreed to write checklist.

## **8. ANNUAL HONEY SHOW:**

### *8.1 Show schedule*

Members noted the revised entry form which had been circulated and agreed the following

- Class J: the name of the shield should be removed: the wording from the current schedule should be used but omitting “fit for extraction”
- Class X: the size of photograph should be removed from the entry form and schedule.

Members further agreed that KS should email all members of the committee the amended show schedule for approval.

### *8.2 Volunteers – Tuesday & Wednesday*

A list of available time slots/duties was circulated for members to indicate the times they were available to help man the various stands. KS informed members that she would ask Paul Metcalf if he intended bringing his own steward.

### *8.3 Letter from Sandringham*

KS reported that she had received a letter of confirmation from Sandringham and drew members’ attention to the requirement for a risk assessment. Three vehicle passes had been received: these would be required for those bringing equipment and the judges. Sandringham had sent ten passes plus two exhibitor passes, members asked that KS contact Sandringham to request a further five passes and to send two passes to Mr Skerritt along with a formal invitation and a copy of the map.

### *8.4 Marquee*

KS reported on the quotations for marquees from Weatheralls (£575 inc. VAT) and Rudd (traditional three pole £498, or frame marquee £684, both including VAT).

Members advised KS to speak to Weatheralls again and to try Wimbotsham, who had provided a striped marquee in 2007 for a reasonable price, and members agreed to forward other suggestions to KS as soon as possible. Members authorised KS to agree a price for the marquee, but asked that she specify that the company erect the marquee by the Monday.

### *8.5* Members noted that the show arrangements would be finalized at the July committee meeting and that prices would be agreed after the Norfolk Show.

## **9. FUTURE EVENTS:**

### **9.1 Sun 17th May, 10am-4pm 'Healthy Bees are Happy Bees'**

It was confirmed that Anmer Village Hall had been booked; participants should meet at 10am and would be split into three groups for the demonstrations at Flitcham Apiary. The afternoon session would include the study of disease combs, discussion and nosema testing of samples brought by participants: the day would finish with Q&As. Coffee and tea would be provided and participants would need to bring their own packed lunch.

### **9.2 Fri 22nd/Sun 24th/Mon 25th May CUE Festival, Forum, Norwich**

Members noted that the Festival included a programme of short films and that the Association had submitted a short film of the spring opening. It would be necessary to set up the display before 8.30am each day: two tables, two display boards, power supply and wireless broadband were available. DB reported that he would be manning the stand for all three days: volunteers were asked to notify DB. The following offers of help were made: Joe Trattle, Friday; JH, Monday, the Chairman, all three days. It was not clear whether the exhibits would need to be removed in the evening and asked that LG clarify the requirements.

### **9.3 Sat 13th June, 2.30pm Preparing Honey for exhibiting with Jill Tinsey at Etling Green**

The Chairman asked that all attendees bring a bottle of their own honey to the demonstration.

## **10. ANY OTHER BUSINESS:**

### *10.1 Raffle*

Committee members were provided with five books of raffle tickets each. It was agreed that JW would distribute to WNKLBA members at events and then take decision as to whether to send books out to all members: a date for returns would also need to be decided.

### *10.2 Proposal to run the Association under Small Charity Status*

Members noted the proposal and agreed that this should be an agenda item for the upcoming EGM since it required a change to the constitution. Members agreed unanimously that CS act as treasurer in this regard. It was agreed that the proposed amendments to the constitution be considered at the next committee meeting.

### *10.3 DVDs of WNKLBA events*

Members noted that DVDs on pollen analysis, oxalic acid treatment and creating the Association apiary had been produced: the intention was to sell copies, the profits from which would go to the Association.

### *10.4 Association merchandise*

Members considered the proposal for Association sweatshirts and/or polos, noting that it would cost £25 for the embroidery template: the sweatshirt prices quoted included embroidery, VAT and delivery.

It was agreed that samples should be obtained and members asked LG to contact the manufacturer to request the following: gold on black sweatshirt and gold on green sweatshirt, noting that the Association would need to pay for the template.

*10.5 St. Ambrose's Day*

BG reminded members that 7<sup>th</sup> December was St Ambrose's Day, the patron saint of beekeepers. He suggested that WNKLBA celebrate the day and agreed to bring proposals back to the Committee for consideration.

*10.6 WNKLBA communications*

DB reported on the development of standard formats for all written communications and explained that he was concentrating the 'phone rounds on those members who did not usually attend demonstrations.

**MEETING CLOSED: 22.10**

Next meeting is on 2<sup>nd</sup> June, 2009 at 8.00pm at the Sailing Club

Signed.....Dated.....