

**South Chilterns Beekeepers' Association**  
**Committee Meeting**  
**Wednesday, 2<sup>nd</sup> April 2014**  
**Woodcote Community Centre**

**Present:** Caroline Bushell, Linda Clarke, Reg Hook, Kate Malenczuk, Margaret Moore, Sue Remenyi, Tim Selwyn, Max Stone, Meryl Toomey, Max Vine, John White

1. Apologies  
Bev Woodford
2. Minutes  
Committee minutes for 5th February 2014 were approved with the following amendments:  
Agendum 11, Edwin Lock's bees: Reg is in possession of three cheques for £100 each, with one to come from Alan Johnson. When this is received, Reg will pass the cheques to Mrs Lock to distribute as she chooses. **Reg also mentioned that SCBKA owe Mrs Lock a cheque although the amount was not discussed (CB)**
3. Matters arising  
Reg has so far raised £350 for Mrs Lock from sales of Edwin Lock's equipment, and hopes to receive more, to total £400. When this is received, a cheque will be presented to Mrs Lock.
4. Treasurer's report  
Balances reported:  
Deposit account £2194.57  
Current account £4176.57, including BDI and Beecraft but not BBKA subscriptions  
Petty cash £102.15  
There is some petty cash for refreshments to come, following an association meeting and the skep course. Distribution of Federation reserves is in progress.
5. Membership  
No change since the list issued in March 2014; we have 108 members. One person has upgraded to full member in order to remain on the Swarm Collectors list, so the breakdown is 82 full, 12 partner, 2 country and 12 associates. Associates are not BBKA members.
6. Federation update  
Caroline reported that the Federation thought that the BBKA mailing service was having difficulty with addresses containing house names, but our experience shows otherwise. Anyone not receiving their BBKA News should contact Caroline, and this will be posted in the next newsletter.
7. Website update  
Committee member names are now under Contact Us, so are viewable by the general public; all present were happy with this change. In the members' area, Documentation includes accounts, constitution, committee members' pledge and swarm collector's protocol. The constitution needs to be amended to include "children allowed only when supervised by parent or guardian". Hints and Blogs have been removed, as they weren't being used, but may be reintroduced later if there is demand. Work is under way on a map display to locate swarm collectors. Max Vine will discuss the member access volume of traffic with Dave Moss, and will also post rules of required conduct on the apiary shed. This prompted a discussion on liability insurance, as full members have personal liability

insurance up to £5 million and product liability insurance of up to £2 million. Four of the apiary hives are owned by Peter Mikic and are covered by his insurance, but the apiary has no insurance for its own six hives. This could easily be covered by Linda and Ron's memberships, as they have no other hives, but Sue will find out how much an association policy would cost, and Caroline will check with other associations to see how they deal with this.

**8. Association apiary**

The lean-to has been erected and painted in readiness, a water source provided and the queenless hive treated with a grafted larva. Reg has requested equipment return on Saturday 5<sup>th</sup> April. Formal thanks were offered to Reg, Linda, Dave Moss, Simon Cannings, Hendrick Walczak and other helpers for their excellent work setting up the new apiary and building the lean-to shed extension. There are 17 on the Summer Experience course, of whom 5 are beginners with no bees. 10 meetings are planned, to include queen rearing if conditions allow, with 6 additional helpers.

**9. Nucleus needs**

Kate feels that communication has failed, as although she keeps a list of people awaiting nucs, she has not been kept informed when someone by-passes the procedure by obtaining one directly from someone else. Any member having bees available should alert Kate, who can ascertain whether a person on her list is ready to cope with a nuc; it is not good practice to let new beekeepers start with a swarm. Sue suggested that now that the problem has been discovered, we can make the process work properly by communicating it to members. Caroline offered to create a flowchart diagram to make it simpler for members to understand the procedures for swarms and nucs. Max Vine is the swarm co-ordinator; see also agendum 13.

**10. Association extractor locations**

John has prepared a map of member distribution and locations of extractors. Three are lendable and are located with Reg in Wallingford, Steven Kaseki in Binfield Heath and Max Vine in Preston Crowmarsh. A five-mile radius circle around each extractor shows that the majority of members are within reasonable reach of one, and that the distribution is adequate. Sue will be offering members the use of a fourth, but this will be static, remaining in Kidmore End. The map can be posted on the members' area of the website.

**11. Data Protection**

See also agendum 12.

We currently only circulate personal data with members' permission; other associations such as Wokingham release no personal data, even to members. Caroline will in future send membership information to the committee in a password-protected file, with separate supply of the password to increase security. Our website Data Protection information currently states that names and addresses are sent to the BBKA via the Federation; but for BDI and Beecraft we also need to send email addresses, so this statement needs amending. As BBKA send out email messages direct to members as well as to the Federation and individual secretaries, Caroline asked whether we should provide email addresses to BBKA as well. The committee voted unanimously to do so, so Caroline will ensure they do not have permission to sell the data on to third parties, and will alert the Federation and Ron Crocker not to forward duplicate messages to the whole membership.

**12. Regional Bee Inspector's request for member information**

This would be covered by members' registering on Beebase, which is at present voluntary in SCBKA. Other associations like Slough and Windsor make it a condition of membership, but this means sharing personal data. A vote was taken on whether we should follow this example, with 3 in favour and 7 against, so we will continue to keep it voluntary, but encourage all members to register, and especially new beekeepers. Sue will publicise this in the newsletter.

**13. Swarm collectors list**

Max Vine is swarm co-ordinator, and reported that, following some changes, we now have 13 nominated collectors. There is a protocol document for collectors to follow on the SCBKA website, based on BBKA's terms and conditions. Kate will maintain the nuc list; Max Vine will keep a "swarm wanted" list on the website; and Kate and Max will co-ordinate requirements. Caroline will try to produce a simple diagram to help members understand the processes.

**14. Communication channels**

We all currently receive unsolicited and sometimes inappropriate emails from the Federation, the Association and the BBKA, amongst others, leading to duplication and confusion. As we have already agreed to provide the BBKA with members' email addresses (agendum 11) this will be simplified, and remove some of the duplication and lack of clarity caused by indiscriminate forwarding using the blind copy function. Sue and Ron both have access to [info@scbka.org.uk](mailto:info@scbka.org.uk) and will discuss the process. When it became clear that out-of-date email addresses for SCBKA are still in circulation and being used, Sue offered to contact and correct websites such as National Rural and Beedata.

**15. Newsletter survey**

Sue carried out a newsletter survey among members of the Federation, and has already put some of the accepted recommendations into practice in the March newsletter. A proposal to limit the length of articles to 500 words brought no response from Reading, but a request to leave it as it is from Slough and Wokingham. Most were happy with the content.

**16. Any other business**

The Regional Bee Inspector Nigel Semmence had requested SCBKA to send a representative to the Southern Region Association Forum on 30<sup>th</sup> April. Neil Marshall from Wokingham will be attending on behalf of the Federation.

Margaret reported that the skep course with Martin Buckle was exceptionally good and well-received by participants.

Dave Moss acquired a national hive on Freegle which is intended to be given to a new beekeeper; as there is no-one suitable on Kate's list at present, it will be kept at the association apiary until needed.

Date of next meeting: Wednesday 11<sup>th</sup> June, Rising Sun, Witheridge Hill, 7 for 7.30pm