

# BRIDGEND & DISTRICT BEEKEEPERS ASSOCIATION

Charity Registration Number 1159663

The minutes of the Annual General Meeting of the Bridgend and District Beekeepers Association held on 3<sup>rd</sup> July 2022 at Coytrahe Village Hall commencing at 19:30.

## Trustees Present

John Gilbert - Chairman  
Dafydd Pett – Website Manager  
Jonathan Griffiths -Trustee  
Greg Nuttgens -Education Officer  
Ceri John - Secretary  
Graham Tierney – Treasurer/membership secretary  
Chris Jones – Apiary Manager

## Members Present

Catherine Feagan	Paula Jones
David Chilvers	Mavis Tierney
Linda Jones	Brett Anthony
Bill Lee	Ruth Bullock
Julia Martin	Martin Bullock
Melissa Northam	Ellie Harding
Colin Kirtley	Leah Mullin

## Apologies

Paul Whatley	Phillip Roberts
Grace Whatley	Ross Gunton
John Mosedale	Gill Tasker
Harry Benjamin	Shirley Myall
Tom Addiscott	Dave Johnston

## Welcome

Welcome from the Chairman John Gilbert and thanks to those present for attending.  
Apologies from ten members acknowledged.

### 1. Minutes of the last AGM held 7<sup>th</sup> July 2022

The minutes of the last Annual General Meeting held on 7<sup>th</sup> July 2022, previously circulated to the membership, were approved as a true and accurate record of that meeting.

### 2. Treasurer's report and Approve Accounts

Graham Tierney informed the meeting that the association is financially stable. A deficit in the current account is balanced by and increase in the value of stock held at the association shop. PayPal commission for the shop was £202.

*Question* – Why has the association chosen to use PayPal.

*Answer* -The system enable payment to be tracked. However, Graham Tierney explained that refunding members is an issue that costs the association and requested that members do not order items marked as out stock.

Membership is currently 120 and has bounced back from last year. Membership fees will rise in January. Graham Tierney broke down the current membership fee explaining what is paid and to where, WBKA membership, public liability, BDI. G.T informed the meeting that the WBKA has made the realisation that not all members within family membership are named for insurance purposes. Much as with motor insurance, if you are not named on the policy, you are not insured. The public liability element of the family membership fee will rise according. Graham Tierney emphasised that all members within family membership must be named for insurance purposes.

*Question* - What is the difference between BDI and public liability?

*Answer* – Graham Tierney explained that public liability insurers the beekeeper in an instance where a member of the public claims to have been harmed by your bees. BDI covers the cost of your physical hives, should they need to be destroyed due to disease, but does not cover the cost of replacing the bees.

*Question* – Are children under 18 insured?

*Answer* – Graham Tierney responded that the WBKA have stated that it cannot insure children (defined as under 18). A child cannot be the responsible person on an insurance policy. The policy must be in the name of the responsible adult.

Graham Tierney went on to clarify that the WBKA insurance provided as part of membership to B&DBKA does not cover members for collecting swarms above what can be managed at ground level.

*Question* – How is the association money spent?

*Answer* – Graham Tierney identified income primarily through membership fees, the association shop, which made a loss last year, and sales of training apiary honey. Outgoings being BDI and public liability insurances, shop stock, training apiary costs including hive kit bee suits for loan and rent.

Association accounts to be passed - proposed Graham Tierney, seconded William Lee.  
Acceptance was unanimous.

### **3. Appointment of the independent examiner 2023 -2024**

Appointment of Helen Embling for the external audit of accounts for 2023-2024 was proposed by Graham Tierney, seconded Ceri John

### **4. Proposed Change to the Constitution.**

- a. John Gilbert (chair) informed the meeting that as a registered charity, the association can go “bust” without its’ members, or trustees being liable, provided we are not seen to be negligent. He explained that the downside of this being that we come under the umbrella of the Charity Commission and their safeguard processes. Our constitution for example, must meet their regulations. We have a responsibility via the Charity Commission Guidance to also have procedures and policies in place regarding safeguarding vulnerable adults and children. B&DBKA must demonstrate that as an organisation we have acknowledged our responsibility in this regard. The relevant policies require updating. Regarding children, membership numbers are low. However, the number of vulnerable adults may be less obvious. The constitution has been amended to better reflect its safeguarding responsibilities. Changes to the original draft of the constitution by John Mosedale via email, read out and accepted.

Constitution will be further drafted to reflect this change. Accepting the new constitution - proposed Graham Teirney, seconded Mavis Tierney.

- b. John Gilbert explained to the meeting that the second proposed change to the B&DBKA Constitution relates to the length of term that a Trustee could serve. John Gilbert informed those present that the original number of Trustees in post was 10. This has reduced to 7 over the last decade. Our constitution states that there must be a minimum of 6 trustees. John Gilbert reminded the meeting that he would be stepping down as both Chairman and Trustee leaving us with 6 trustees in place. Greg Nuttgens has already had to stepdown because of compulsory retirement and is now a volunteer. Compulsory retirement of trustees puts the association at risk under our current constitution. Every effort has been made to bring on board new trustees, but we have been unable to recruit sufficiently. The Charity Commission stance on 5-year retirement is advisory rather than mandatory and therefore it is proposed that this requirement upon Trustees is removed.  
Proposal unanimously approved by members present.

## 5. Association Policies.

- a. **Safeguarding Policy** – A review of the association safeguarding policy was required. The previous policy was based on the policy of a youth organisation and overly complicated for the association’s needs. John Gilbert informed the meeting that the Trustees had sole responsibility for the association policies and changes did not require a vote. A new policy should better reflect the work of the association and will rely on parental, or identified responsible adult, to provide supervision at all times.
- b. **Vulnerable Adult Policy** – The current vulnerable adult policy reads in such a way that it appears members have a responsibility under the policy, to report vulnerable adult concerns that occur outside of the associations work. The new policy will make clear that responsibility for vulnerable adults under the association policy, is placed on members when acting for the association, rather than in daily life.  
Julia Martin (member) volunteered to support the association to update the safeguarding policies.

Chairman closed the meeting.