

South Staffordshire and District Beekeepers Association



Minutes of the Committee meeting held on Wednesday 17th November 2021
at Surestore in Cannock and also via [Zoom Meeting](#) videoconference at 7.30 pm

	Action																																																																																																																																									
<p>1. Present: In Room: Alan Greenman (Chair), Alan Brewin, Claire George, Dayna White, Ed Bennett & Phil Atkin. Joined via Zoom: Chris Brewin, Russell Barlow & Stuart Roberts.</p>																																																																																																																																										
<p>2. Apologies: Jo Berriman, Clive Stewart & Julie Hamer.</p>																																																																																																																																										
<p>3. Minutes of the last meeting: Ratified.</p>																																																																																																																																										
<p>4. Matters arising or items not on the Agenda Item Schedule: None.</p> <p><i>Post meeting Notes:</i></p> <p>a. <i>Russell reluctantly resigned from the committee (19th Nov), due to health issues. We thank him for all his help and wish he returns to good health asap.</i></p> <p>b. <i>Committee Members joining via Zoom are commended for their commitment to attend our meetings; please consider if where you are joining from is appropriately quiet to allow you voice to be heard and prevent disruption.</i></p>																																																																																																																																										
<p>5. Review of Previous Committee Meeting Actions</p> <p>5.1: Outstanding actions were reviewed; 27 remain open.</p> <table border="1"> <thead> <tr> <th rowspan="2">Count of Actions</th> <th colspan="7">Months Open</th> <th rowspan="2">Grand Total</th> </tr> <tr> <th>0</th> <th>1</th> <th>2</th> <th>3</th> <th>4</th> <th>6</th> <th>5</th> <th>7</th> </tr> </thead> <tbody> <tr> <td>Apiary</td> <td></td> <td>3</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>3</td> </tr> <tr> <td>Apiary NT</td> <td></td> <td>6</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>6</td> </tr> <tr> <td>Communications</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>1</td> <td></td> <td></td> <td>1</td> </tr> <tr> <td>Education</td> <td></td> <td></td> <td>5</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>5</td> </tr> <tr> <td>H&S</td> <td></td> <td></td> <td>2</td> <td></td> <td></td> <td></td> <td>1</td> <td>1</td> <td>4</td> </tr> <tr> <td>Membership</td> <td></td> <td></td> <td></td> <td></td> <td>1</td> <td></td> <td></td> <td></td> <td>1</td> </tr> <tr> <td>Quartermaster</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>1</td> <td></td> <td>1</td> </tr> <tr> <td>Quartermaster - Honey Sales</td> <td></td> <td></td> <td>1</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>1</td> </tr> <tr> <td>Secretary</td> <td>1</td> <td></td> <td></td> <td>1</td> <td>1</td> <td></td> <td></td> <td></td> <td>3</td> </tr> <tr> <td>Stakeholders - President</td> <td></td> <td></td> <td>1</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>1</td> </tr> <tr> <td>Treasurer</td> <td></td> <td></td> <td>1</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>1</td> </tr> <tr> <td>Grand Total</td> <td>1</td> <td>9</td> <td>10</td> <td>1</td> <td>2</td> <td>1</td> <td>2</td> <td>1</td> <td>27</td> </tr> </tbody> </table> <p>5.2: Actions raised in October '21: 3 were raised. <i>Post Meeting Note: 2 now closed.</i></p>	Count of Actions	Months Open							Grand Total	0	1	2	3	4	6	5	7	Apiary		3							3	Apiary NT		6							6	Communications						1			1	Education			5						5	H&S			2				1	1	4	Membership					1				1	Quartermaster							1		1	Quartermaster - Honey Sales			1						1	Secretary	1			1	1				3	Stakeholders - President			1						1	Treasurer			1						1	Grand Total	1	9	10	1	2	1	2	1	27	
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<p>6. Apiaries Co-ordinator's update</p> <p>a. Update on Shugborough Apiary move</p> <p>6.1: <i>Hilton Green</i>: 9 hives from Shugborough transferred to Hilton Green; Beekeepers who assisted, and provided vehicles and trailers especially were thanked.</p> <p>6.2: <i>Overwintering Nucleuses</i>: The following were thanked for taking charge of Nucleuses needing care: Stuart 6No. Chris Shaw 2No. Alan 1 No.</p> <p>6.3: <i>Shugborough</i>: Chris Brewin thanked all involved in the move for the fantastic support provided over 4 weekends, which made the mammoth task of the move achievable in a short time scale.</p> <p>6.4: The date for the return of bees from Hilton Green to Shugborough is to be confirmed with Clive.</p> <p>6.5: Marquee move from outside walled garden to Kennels planned for next sat – request for member support to be e-mailed.</p> <p>6.6: The next activity will be to lay slabs for 20 stands at the Kennels ready for the hives return.</p> <p>6.7: A maintenance day will be required in Feb '22 for the start of the season.</p> <p>6.8: Frame making days (at both apiaries) proposed post Tradex (12th Mar).</p> <p>6.9: Equipment required for next year at the Kennels is to be estimated, and stock levels taken into consideration, prior to purchase.</p> <p>6.10: Apiary Hive numbering system is to remain as before to maintain record continuity.</p> <p>6.11: A varroa treatment day is in planned for January to be offer to demonstrate or explain to members via Zoom.</p> <p>6.12: Permission to be sought from NT to create fixing point on Kennels building to secure stores gate to.</p> <p>6.13: 8 Nucleuses require cleaning – Dayna to hot jet wash.</p>	<p>Alan G</p> <p>Phil</p> <p>Alan G</p> <p>Dayna</p>
<p>7. Stakeholders Update</p> <p>7.1: We have now vacated the walled garden site and will now operate temporarily from the Kennels. Alan has been in regular communications with the NT during the move.</p> <p>7.2: Power and toilet installation are pending and NT will pay for these until Mar '22. The location for the marquee at the Kennels is under discussion. The contract for the new Kennels location is awaited.</p> <p>7.3: The NT have helpfully provided a tarpaulin to shelter some of our equipment from the weather.</p> <p>7.4: The next meeting with the NT is to be arranged for the new year.</p>	

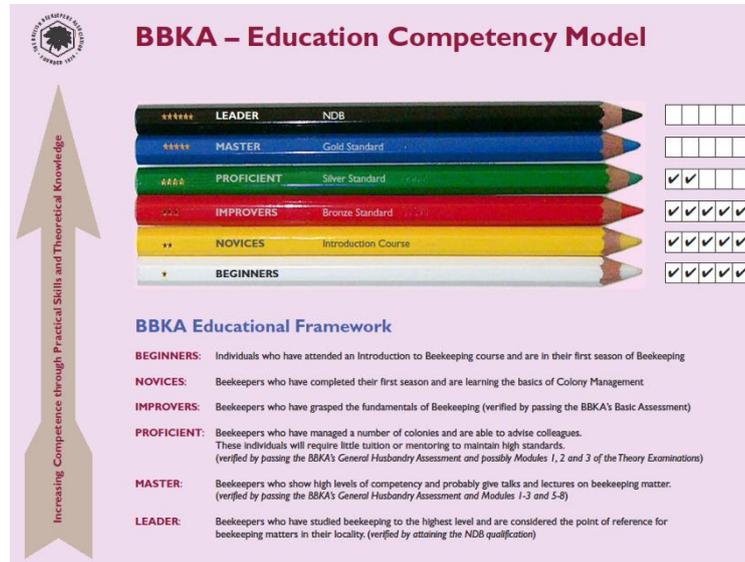
<p>8. Membership Secretaries update</p> <p>8.1: Reminder e-mails for January renewals will be issued shortly to 179 members.</p> <p>8.2: The website application form needs adjustment to match the ER2 import details.</p>	<p>Claire / Ed</p>
<p>9. BBKA Annual Delegate Meeting</p> <p>9.1: Stuart confirmed he will attend the BBKA ADM.</p> <p>9.2: Committee members to review the propositions on the website here and advise how we wish him to vote on any matters.</p> <p><i>Post Meeting Note: E-mailed to Committee Members 29th November.</i></p>	<p>ALL</p>
<p>10. Education Secretaries update</p> <p>10.1: It was agreed in principle to run a Beginners course next year. It is important that we do this to maintain the flow of new beekeepers into the club. The course is to be scheduled to be delivered on Saturday's to maximise the use of the Apiary in bringing our club members together.</p> <p>10.2: The apiary managers confirmed that it would be possible to deliver the course at the Kennels. Access for less able-bodied people needs review but should be possible.</p> <p>10.3: Russell fed back from the Area Associations forum, which met to discuss beginners' courses, that there were a variety of approaches presented and no consensus as to the course length and content – A summary of key points is awaited from the meeting organisers.</p> <p>10.4: Trevor Smith has made a proposal for a new course structure, where theory and practical sessions would be delivered together on Saturdays and there would be 2 courses (early and later) run for 6 weeks at a time with 15 people. He has also produced sample material for the first session; some Committee members thought this first sample session lacked breadth and depth.</p> <p>10.5: Options for the course length and number of applicants per course were debated either:</p> <p>A. 12 weeks long 30 students or</p> <p>B. 2No. courses 6 weeks long 15 students.</p> <p>10.6: Claire proposed deciding on the number of courses based on the number of applicants.</p>	<p>Ed (Russell)</p>

<p>10.7: 15 applicants have expressed interest to date so far. Stuart stated that in his experience, once advertised 30 applicants would easily be found. The committee agreed that we should plan for that.</p> <p>10.8: Although it would not make any difference to the number of students per year, concern was expressed that Option B was a change from the prior delivery format and could be more burdensome and less efficient; although smaller classes may allow teachers to focus on creating relationships with that group. Some also thought a longer course was more beneficial to building up relationships.</p> <p>10.9: General concerns were expressed included:</p> <ul style="list-style-type: none"> a. Member’s availability to support the courses and greater numbers of beginners. b. The change in emphasis re single to multi-year course, potentially putting greater strain on beekeepers supporting the programme and adequacy of and capability of the clubs’ beekeepers to support Beginners; it was proposed that support in later years should be delivered by Beginner’s attendance at Saturday apiary sessions – but it was noted in recent years that apiary group was a relatively small group (through necessity due to covid). c. Use of academic terms such as “tutor” when trying to recruit support for the course – which could put people off (Definition of Tutor: a private teacher, typically one who teaches a single pupil or a very small group). d. Correctly setting Beginner’s expectation that they are taught by volunteers. <p>10.10: The conversion rate from the course to beekeepers was perceived to be relatively low – though no firm data was presented to support this.</p> <p>10.11: A proposal was made for volunteers to come forward to share their knowledge and support the course, and then for an assessment to be made as to the capability of that group to deliver a course and adapt the course accordingly. This assessment would look at individuals’ beekeeping and teaching experience.</p> <p>10.12: It was felt that approaching individuals directly would be more effective at gaining support as opposed to a general e-mail. <i>Post Meeting Note: Membership Secretary to suggest potential members to contact – e.g. members with known experience / qualifications or whom have supported previous year courses.</i></p> <p>10.13: Membership Secretary to contact people who have expressed interest in the 2022 Beginners course to confirm they are committed to attend in principle.</p> <p>10.14: The education subcommittee needs to meet to fully consider all above points and advise the Committee accordingly. <i>Post Meeting Note: Following Russell’s Resignation (see 4 above) Alan initially asked Claire to Chair the Education sub-committee, however Wendy Woodward stepped forward to assist us with that.</i></p> <p>10.15: The following confirmed they would join the education sub-committee; (Alan or Chris) Brewin, Ed, Jo, Phil, Russell & Stuart. And it was proposed that Trevor be invited to join as well, as a valued contributor and active member.</p>	<p>Claire</p> <p>Claire</p>
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10.16: The location and timeframe of the meeting is TBC, however the course summary needs to be confirmed prior to Christmas to allow it to be advertised in January.

10.17: The BBKA 'Course In a Case' material, was noted as a useful resource to benchmark course structure, content and format.

Post Meeting Note: it suggests a suite of courses over several years, and includes materials from Beginner to Proficient. It also includes a Teaching Beekeeping Manual – The files have been saved [here](#).



11. Event Co-ordinator's update

11.1: Planning for Honey Bees and Hornets (27th Nov) is well underway, thanks to Dayna, Phil and Claire.

11.2: 18 people have expressed interest so far. Chris Shaw was thanked for selling tickets at Stafford Bee Group.

11.3: It was agreed that under 12s could attend for free.

12. Quartermaster's update

12.1: Fondant has arrived and been advertised for sale. Distribution to those that ordered early has started. Stock is available for Shugborough and Hilton Green if required.

12.2: A demonstration is to be organised - to showcase to members how to use Api-Bioxal for varroa treatment. It was suggested this be filmed for future use.

12.3: The committee may consider offering Api-Bioxal for sale in future years dependent on interest and finding delivery solutions suitable for small volume supply.

12.4: It was suggested that an Interim Bulk Container (IBC) of Ambrosia be purchased to decant from and supply to members as this could have several advantages including: 1. allowing supply at lower cost than pre-filled containers, 2. Allowing standard containers to be recycled (more environmentally friendly) and 3. encouraging members to attend the apiary; arguments against this including risk of loss (other associations have reported significance loss >£1k through the tap being left open), the need for careful management and security.

Chris / Dayna

<p>12.5: Further discussion on the proposal is required, in the interim, the National Trust is to be asked to confirm if the Kennels would be accessible to a tanker to fill up the container (noting there is a small oil tank supplies the property).</p> <p>12.6: An alternative suggestion to batch mix syrup on site was discounted.</p>	Alan G
<p>13. Health & Safety update</p> <p>13.1: Safeguarding Officer: Russell confirmed he was willing to be appointed. <i>Post Meeting Note: following Russell's resignation (see 4 above) – Jessica Bennett appointed at 18th Jan '22 Committee Meeting.</i></p> <p>13.2: Safeguarding Policy: Russell was thanked for improving the documentation by inclusion of a flow chart summarising 'Actions to take' if there is a concern; this was accepted by the Committee. The new documents are to be posted on the website.</p> <p>13.3: <i>Post Meeting Note (30th Nov – Phil Atkin): Firefighting equipment now installed at Shugborough Site: 1 x 2Kg CO² and a 6 Litre spray Foam; only those persons who have received training should use. I shall arrange a Fire Training demo in the new year for all.</i></p>	Ed
<p>14. SS&DBKA AGM</p> <p>14.1: AGM date is to be confirmed. <i>Post Meeting Note: confirmed Thursday 24th March @ Shareshill Village Hall.</i></p> <p>14.2: AGM Venue: will be confirmed following date confirmation. Options are Shareshill Village Hall and Stafford's Northfield Centre. The majority preference expressed was for the former, due to members geographical dispersion. Venues are to be contacted to confirm availability and a booking is to be made before Christmas.</p> <p>14.3: Key Note Speaker: The National Trust's General Manager is to be invited to speak at the AGM about their plans for Shugborough, their view of our role / activities on the site and potential benefits for our club.</p>	Ed Phil Alan G
<p>15. Communications update (including Website & Newsletter)</p> <p>15.1: Newsletter: Alan is preparing the next newsletter – which will be issued shortly. <i>Post Meeting Note: Now issued and on website.</i></p> <p>15.2: Website: Quick changes to improve the currency of information on the website are being actioned.</p> <p>15.3: Structural changes to the website including a re-design of the home page is required and committee members are to be asked for their views on the best layout from a selection of 20 websites which are considered best in class following Ed's review of 200+ BKA websites.</p>	All

<p>15.4: Stuart requested the website logo was updated.</p> <p>15.5: The Communications sub-committee (Alan, Dayna, Ed & Jo) are to hold a workshop to re-design the home page based on feedback and will return in January with proposals. <i>Post Meeting Note: proposals now expected in February / March.</i></p>	<p>Ed</p> <p>Comms sub-Committee</p>
<p>16. Correspondence – 11 items received. 3 from BBKA – Responded to in green</p> <p>Oct</p> <p>15th - LS 2021-10-14 Protect Pollinators from Pesticides amendment update 15th - LS 2021-10-14 Bulk Orders for BBKA educational materials etc at National Honey Show – Education sub-committee to consider 17th - BBKA Public & Product Liability Insurance 2021/22 17th - Protect Pollinators from Pesticides amendment update 21st - eR2 New Payments splash screen – forwarded to Julie / Claire / Alan 21st - LS 2021-10-21 BBKA Product & Public Liability Insurance and FAQs</p> <p>Nov</p> <p>12th - Beekeeper Survey - Further Assistance Request – website to market honey bee products – Peter Boterill 14th - Public member request for Honey Bee Experience date and gift card purchase (for Christmas) – no gift cards – but people can book for others. 14th - SBG proposal - Autumn Convention and Honey Show – to be discussed in future meeting, a date in October needs to be confirmed and Show Judge needs to be booked. 15th - Member request – Tickets for children at club social - See 11 above. 16th - Member e-mail request for Beginners 2022 dates and costs.</p>	<p>Claire</p> <p>Stuart</p>
<p>17. A.O.B.</p> <p>17.1: Colonies return to Shugborough: Date from 4th December – to be confirmed with Clive Stewart.</p> <p>17.2: Nucleus to be returned when stands at the Kennels are ready.</p> <p>17.3: Purchases approved for the Kennels:</p> <p>a. Shelving for the shed: 3 bays to go either side of the door; to be bought from Racking Solutions for £310.</p> <p>b. Waterproof long length extension lead, to go from Kennels garage powerpoint to new Marquee.</p>	<p>Alan B</p> <p>Stuart</p> <p>Julie</p> <p>Alan B</p> <p>Dayna</p>
<p>18. December 15th Committee Xmas Curry @ Little India – Cancelled.</p> <p><i>Post Meeting Note: The social was cancelled due to member availability and the worsening covid situation.</i></p>	

19. Date of next meeting: Tuesday 18th Jan '22.

Post Meeting Note:

This doodle poll confirmed Tuesday was the preferred week day:

Alan G wished everyone a very merry Christmas and a Happy New Year!

SS&DBKA Jan '22 Committee Meeting
by Ed Bennett • 12 days ago • Print

Surestore

All times displayed in Europe/London

Tick the checkboxes twice to select "Yes, if need be" vote

Table Calendar

	Jan 17 MON 19:30 21:00	Jan 18 TUE 19:30 21:00	Jan 19 WED 19:30 21:00	Jan 20 THU 19:30 21:00	Jan 21 FRI 19:30 21:00
6 participants	✓3	✓6	✓1	✓3	✓0
Ed Bennett	<input type="checkbox"/>				
Claire George		✓	✓	✓	
Chris Brewin		✓			
Phil A	✓	✓		✓	
Alan Brewin		✓	✓		
Stuart	✓	✓			
Alan G	✓	✓		✓	