

**TWICKENHAM & THAMES VALLEY BEEKEEPING COMMITTEE MEETING NO: 725**

**WEDNESDAY 5<sup>th</sup> MARCH 2025 at 7.30pm**

**Virtually via Google Meet**

**MINUTES**

**Present:**

Ray Nicol (RN); Warwick Francis (WF); Patrick Brennan (PB); Jane Sachdev (JS); Irek Gajowniczek (IG); Phil Webb (PW); Sally Ewen (SE); Candida Williamson (CW); Mandy Moss (MM); Julie Hill (JH).

**Apologies:**

Christine Betley; Greg Elliot; Harvey Kirk; Alex Lawrence; Jonathan Palmer.

**1. Minutes of the last Meeting and Outstanding Issues (22.1.25)**

These were agreed as being a true record.

Proposed: RN

Seconded: WF

All in favour

**2. TWICKENHAM APIARY**

Go back to Sarah and ask how much they will pay

It was agreed that we have a Policy about who we will allow

Stay away from food sellers

A successful Woodwork Workshop was held on Saturday 1<sup>st</sup> March being attended by the Winter Course members at the Apiary. A number of hives and stands were assembled. It was agreed that this would be scheduled again next year.

Bee hotels and Phil's additional bird box to be put up in the front garden.

WF & PB asked that email traffic is reduced and issues raised at Meetings or thanks given directly to the respective member.

The new shed has been mainly erected but the roof has yet to be delivered.

IG said he would try to find the visiting card of tree pruners. Agreement by the Gardening Sub Committee would be needed. Come up with what we want done and then take advice on what was feasible.

ACTION: ALL

### **3. MOLE APIARY**

JS had nothing new to report. We need to prove Mole can reach out to the public and give the building a purpose. The proposal was that this year we would do an outreach project – to be covered under Education Group.

JS said that as a privilege of people having hives at Mole, they would be asked to give some commitment. To be an AGM item. WF suggested if the stand fees were going to be increased next year, this would need to be agreed at the AGM. AGM items need to be published within the next week. £20 per hive was suggested as a reasonable price. Terms of engagement was also suggested so that those with hives contributed towards the Apiary.

PB asked if any stands should be available to new members initially. WF asked the question as to whether existing hive owners would welcome this initiative. Mole is a members Apiary and not a teaching Apiary. The thinking was that two stands would be Association hives.

Beginners is a discussion to be had later on.

### **4. CIO**

MM has been working with the Solicitors. We need to get the terminology right. No restrictions to note on Twickenham. There are a few weird restrictions on Mole but because they were created so long ago, it is unlikely there would be any issues. Both properties need to be re-valued. Suggested we take Neil and Chris off now. MM to chase up Ted and Margaret's Estates. The value of the buildings would eventually be shown in the Accounts. RN proposed that MM could continue with getting the proper Charity valuations. Seconded by WF. All in favour.

MM proposed that Chris and Neil are removed as current holding trustees. PB seconded. All in favour. RN asked MM to put some words together and he would write to them.

**ACTION: MM**

MM asked if we had indemnity insurances as Trustees. WF to speak to the Apiary insurers and ask what we would need.

**ACTION: WF**

### **5. EDUCATION GROUP**

JS said invitations have gone out to Schools now to visit on Wednesday and Thursday morning 10-12. No other activity should take place at the Apiary during these visits. JS asked the Committee to approve the documents circulated. 24<sup>th</sup> April – 3<sup>rd</sup> July excluding Half Term week at end of May. The microscopy Group currently meets on Wednesday mornings so there would be a conflict under the Safeguarding Policy.

As a Committee it had been agreed that the volunteers would be DBS checked. Neil Cooley has offered to organize this, using an umbrella organization to carry out the Admin – Checks Direct. They charge £12 per applicant. Because we are volunteers, there is no charge for the actual check of £49 per head. Checks Direct will organise an online session next Tuesday for JS and NC who will then administer the checks for Twickenham. IG to be added as a volunteer as he had an underage person in his Group.

The Safeguarding Policy applies across the Apiary, if the parent or responsible adult is not present. A DBS check is not required on Open Days as it would be assumed that they would have an adult with them.

Two potential DoE applicants may be part of the Basic Group. JS said consent would be required from their parent / guardian.

MM safeguarding policy school visits procedure & code of conduct all to be approved  
Proposing that they be approved: JS proposed JH seconded  
All in favour.

## **6. CORRESPONDENCE RECEIVED**

All dealt with.

## **7. SOCIAL MEDIA**

MM circulated a document

Increasing social media referrals to website and direct traffic to website

Technical aspects need to be looked at – security / visibility etc. there is currently no cookie or privacy policy – MM and RN to discuss.

**ACTION: MM and RN**

MM confirmed that advice re. swarming was already on the website

Put under CIO

Trustees Liability £33

Warwick to check if this is included already

Warwick to come back ACTION: WF

## **Marketing, Communications and Social Media Sub-Committee Scope**

**External Comms – Promote the Charity’s objectives through:**

- Social Media
- Website
- Events
- Public Education
- Schools & groups
- Campaigns/awareness – e.g. Asian Hornets, Neonicotinoids, etc
- Develop & manage mailing list

**Membership Comms – Promote the Charity’s objective and services**

- Website
- Social Media
- Newsletter
- Events, talks & workshops
- Education & courses
- Membership services – e.g. shop, honey prep room, etc
- Volunteering opps

- Policies, regulations, advice from BBKA & other associations, etc
- Campaigns/awareness – e.g. Asian Hornets, Neonicotinoids, etc
- Develop & manage Member mailing list

## **Website**

- Develop existing & create new content to support objectives – more info on bees & pollinators
- Change menu/structure for better UX
- Update policies to ensure compliance
- Improve Security, Visibility & Optimisation
- Develop other areas in line with association requirements – e.g. online shop catalogue
- Results - Increase visitor numbers, page views and enquiries

## **Social Media**

- Develop content plan inline with Association activities, - e.g. events, campaigns, etc
- Develop library of images for social media use
- Create Social Media policy
- Be aware of and investigate potential new social platforms
- Results - Increase follower numbers, website referrals and enquiries

## **8. MEMBERSHIP SECRETARY'S UPDATE (WF)**

2025 Membership currently stands at 72 plus Joanne Moore who signed up this morning as a Country member. She is joining the Education Group. Processing memberships as they come in.

Registered: 58

Partner: 4

Junior: 0

Country: 2

Family: 1

Associate: 2

Hons: 5

[Patrick.brennan@twickerbees](mailto:Patrick.brennan@twickerbees)

A decision was needed as to what we were doing about membership fees. It had been £25 per person plus capitation. The BBKA had increased their costs but it was proposed that fees were not increased

## **9. TREASURER'S UPDATE (WF)**

WF had circulated the Financial update prior to the Meeting.

The Accounts are being audited. After expenses the Association is only making a couple of thousand pounds a year.

Motion £27 and bbka

It was proposed that the membership was increased by £2

WF proposed to put to AGM £27 membership of Twickenham and pass on BBKA Increase to £52 per year

Membership has not increased or some time

WF proposed

PW seconded

All in favour

CB had purchased items for the Lab

Income £1500

Education group £50 donation

Shop doing well

Donations for winter course still to be processed

WF asked for better quality invoices - PDFs not screenshots

Items over £25 need to be itemised

## **10. ASIAN HORNET ACTION GROUP**

Nothing to report.

Tues 11th Asian Hornet online update at 1900

WF suggested putting more information out to those who have the traps and to use them.

MM is focusing on raising more awareness

RN to put something out to membership

## **11. A.O.B.**

JS said the Association would be given all the resources from the BBKA and would like to use some of them for Mole. One is an observation hive, children bee suits and a lot of pencil and paper type things – templates

RN said he would like to change the current Minutes to the spreadsheet type Minutes based on the functional groups

Legally we have to produce formal Minutes but we can still work through the spreadsheets.

RN to put an email for AGM

ACTION: RN & JH

## **12. Date of Next Meetings**

Wednesday 16th April 2025 – VIRTUAL VIA GOOGLE MEET

RN thanked everyone for attending and closed the Meeting at 2125

**First night for Members** – Friday 21<sup>st</sup> March

**AGM** – Friday 28<sup>th</sup> March at 7.30pm

**First night for beginners** – Friday 11<sup>th</sup> April

**Basic Exam** - August. No more Friday examination dates

**Provisional Honey Bee Health Exam** - July

**Open Day** – Saturday 7<sup>th</sup> June

**Honey Show** – Friday 3<sup>rd</sup>, Saturday 4<sup>th</sup> & Sunday 5<sup>th</sup> October

**Last night for members** – Friday 26<sup>th</sup> September

**President's Evening** – Friday 14<sup>th</sup> November

**Committee Meetings** (done) – Apiary schedule

**Module Exams** – done up to March

**Spring Tidy** – GE to set a date

**Summer Social Evening** – Saturday 28<sup>th</sup> June. Exact format to be decided

**Acarine and Nosema Training Day** - Saturday 19<sup>th</sup> April (amended date)

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Link to Google Meet: <https://meet.google.com/xgw-ucbv-iiu>