THE BRITISH ASSOCIATION FOR SHOOTING & CONSERVATION

CONFIRMED MINUTES OF THE COUNCIL MEETING HELD AT MARFORD MILL, ROSSETT, WREXHAM, ON THURSDAY 24 JANUARY, 2008

Present:	**Robert Irvine**	**Chairman**
	Michael Alldis	
	Jan Andrews	
	Eric Begbie	
	Simon Breasley	
	Walter Cole	
	Paul Culley	
	Carl Eriksson	
	Lee Freeston	
	Duncan Greaves	
	Andrew Macfarlane	
	Peter Pursglove	
	Michael Sherman	
	Tom Wylie	
Ex-Officio Members	**John Swift**	**Chief Executive**
	Philippa Bursey	**Director of Business Management**
	Glynn Cook	**Director, Wales**
	Christopher Graffius	**Director of Communications**
	Roger Pollen	**Director, Northern Ireland**
	Colin Shedden	**Director, Scotland**
In attendance	**Dr. P. Marshall**	**for Agenda Item B.6**
Secretary	**Amanda Forshaw**	**Minute Secretary**

A1. Apologies for Absence

Apologies for absence had been received from Robert Crofts, John Thornley, Ray Walters and Simon Hamlyn.

Council wished to place on record their condolences to Simon Hamlyn on the death of his mother.

A.2 To confirm Confidential agenda items.

It was noted that item 12 on the Action Point Table, agenda items B3; B5; B7; C1.3; C5 and an item to be raised under Any Other Business, in respect of Council Members' attendance at Advisory Committee Meetings, should all be regarded as confidential

A.3. <u>Declaration of Interests</u>

Under agenda item C.6 Lee Freeston declared his interest as a trustee of the Wildlife Habitat Trust.

A.4 <u>To confirm the Minutes of the Council Meeting held on 17 November, 2007.</u>

It was agreed to accept the Minutes as a fair and accurate record of the proceedings.

A.5. <u>To take Matters Arising from the Council Meeting held on 17 November, 2007</u>

A.5.1 <u>To consider further the creation of an "English" seat on Council.</u>

Further consideration was given to the possibility of creating a dedicated English seat on Council.
It was agreed NOT to recommend to the 2008 AGM the creation of an "English" seat on Council.

A5.2 <u>To receive an update on the proposed Communications Centre</u>

It was reported that issues remain over the visibility splay, particularly to the south of the site. The planners were to be approached about the possibility of widening the road bridge to provide a wider footpath, modifying the wall and felling one tree to create the required level of visibility. As necessary an approach will be made to the Chief Planning Officer and Chief Executive of the Local Authority to urge a relaxation of the requirements in order to move things forward since other options do exist if BASC is to be prevented from developing a Communications Centre on the Marford Mill site.

A5.3 <u>To review action points from the meeting held on 18October, 2007.</u>

A5.3.1. <u>WHT New Development Plan</u>
To remain as an action point with an annual progress report to be presented to the October 2008 meeting of Council.

A5.3.2 <u>Regenerating Ownership, Partnership & Commitment</u>
The Chief Executive stated that this topic was being covered by the drafting of the Forward Plan 2008 – 2012.

A5.3.3 Structure, role and function of principal officers, Council and Committees
To remain as an action point for a future meeting of Council.

A5.3.4. BASC Forward Plan 2008 – 2012
Item on main agenda.

A5.3.5. Respect for Marksman/Quarry/ DVD
To remain an action point with a paper to be brought to the February 2008 meeting of Council.

A5.3.6. Handling Issues and Complaints
Item on main agenda.

A5.3.7 Relationship between courses, certification, accreditation and qualifications.
To remain an action point with a paper to be presented to a future meeting of Council.

A5.3.8 Data on Membership Retention
To remain an action point – Council to be updated as appropriate.

A5.3.9. VAT Appeal
The appeal has been scheduled to be heard on 24 April, 2008. Witness statements will be submitted to HMRC in advance of that date. An up-date is to be provided to the May 2008 meeting of Council.

A5.3.10. Meetings with Humber Club
The Chairman had recently made contact with the.

A5.3.11. English Seat on Council
Item on main agenda.

A5.3.12. Confidential item

A5.3.13 Confidential item

B.1. To receive a paper on Handling Issues and Complaints.

Council considered a paper on the procedure to be adopted to ensure that concerns and complaints are properly and fairly investigated and resolved.

Council agreed that the paper be included as an Appendix to the 'Role and Operations' Paper.

B.2 **<u>To consider the auditors for recommendation at AGM.</u>**

Council formally considered whether the function of the Association's Auditor be put out to tender as required by good practice every 5 years, and their recommendation to the 2008 AGM regarding the appointment of auditors for the forthcoming year.

Council agreed not to make next year's appointment subject to an external tender process, and to recommend to the 2008 AGM that Baker Tilly be re-appointed as auditors for the next twelve month period. The Director of Business Management is to negotiate the rates for the service annually on behalf of the Association.

B.3 **Confidential item**

B4. **<u>To receive a progress report concerning the centenary arrangements.</u>**

Council received a paper outlining the progress of plans for the BASC Centenary.

B5 **<u>Progress Report on Forward Plan 2008-2012</u>**

Council received a presentation on the key preparatory work and initiatives that have been undertaken to map the structure of the Forward Plan Working Document. It was expected that a draft working document will be presented to the February 2008 Meeting of Council.

B6. **<u>To receive a presentation by Dr. P. Marshall on the results of the Membership Satisfaction Survey</u>**

Council received a presentation by Dr. Peter Marshall on the results of the Membership Satisfaction Survey. The aim of the survey was to identify what members thought of the benefits and services provided by BASC.

It was agreed that a hard copy of the Membership Satisfaction Survey findings be circulated to all Council Members.

B7. **<u>Roles & Operations Paper</u>**

Council debated a proposed addition to the Roles & Operations Paper under Section 11, Country and Advisory Committees, regarding meeting attendance by Council Members who are not members of the Committee.

It was suggested that the wording of the proposed addition be amended to read along the following lines:

"Members of Council acting in their capacity as a Council member may at their own expense attend any Council committee meeting as an observer having given at least 7 days' notice to the Chairman of the committee and may contribute to the proceedings of the committee with the agreement of the Chairman and fully respecting the committee's confidentialities ".

It was agreed that the Chief Executive and Director of Communications would prepare a form of words for consideration at the February 2008 meeting of Council.

B8. General Licences in Scotland

Council were provided with an update on the publication and implementation of the new General Licences in Scotland.

It was noted that there is to be a ministerial review of the Snaring Consultation announced on 20 February, 2008. Council were informed of the political threat

to snaring in Scotland and the steps that had been taken to defend snaring by an industry group, consisting of the main land management organisations in Scotland. This had involved industry proposals to recommend that all snares should be fitted with a crimped stop, all snares to carry an operator identification tag, a unified code of practice be produced and an industry-led accreditation scheme for all those operating snares in Scotland be introduced.

Council endorsed BASC Scotland's support for such proposals.

C1. To take the Minutes of Advisory Committees.

C1.1 Shooting Standards Advisory Committee Minutes 16.11.07.

There were no recommendations to Council.

The Minutes of the Shooting Standards Committee were accepted.

C1.2 Gundog Advisory Committee Minutes 27.11.07.

There were no recommendations to Council.

The Minutes of the Gundog Advisory Committee were accepted.

C1.3. Northern Ireland Committee Minutes 28.11.07.

The Minutes were not available for consideration.

C1.4 Research Advisory Committee Minutes 14.11.07.

There were four recommendations to Council:-

1. That the Gunshot Corrosion Study continues for at least two years. ***Agreed.***

2. That more effort be made to increase awareness among members over the issues surrounding and future of lead shot. ***Noted.***
3. That suitable research-laboratory facilities be made available as soon as practicable and that, in the meantime, appropriate premises outside of BASC be used when required by the Research team. ***The laboratory requirement would be taken into account in the context of the proposed new building.***
4. That it is vital for BASC to be fully involved in both UK and EU shooting bag monitoring schemes. ***Noted.***

The Minutes of the Research Committee were accepted.

C1.5 <u>Scottish Committee Minutes 13.11.07</u>

There were no recommendations to Council.

It was noted that the Scottish Committee supported the paper that sought to raise the profile of the Scottish Committee. This will involve placing a report of Scottish Committee Meetings on the website, along with photographs and short biographies of members and a generic email address to facilitate contact from members.

It was noted that the Scottish Committee supported the formation of a BASC Scotland Gamekeeping and Wildlife Management Committee/Working Group to advise the Committee and staff on matters of relevance to gamekeepers and stalkers in Scotland. Accountability would be to the BASC Director, Scotland.

The Minutes of the Scottish Committee were accepted.

C3. <u>To take the Chairman's report</u>

The Chairman presented his report to Council.

The Chairman's Report was accepted as presented.

C.4 <u>To take the Chief Executive's Report</u>

The Chief Executive presented an oral report to Council.

It was noted that the Chief Executive represented BASC at the 60Anniversary of the marriage of Her Majesty the Queen to the Duke of Edinburgh, BASC's Patron.

Dr. Peter Marshall had accompanied the Chief Executive to a meeting with LANTRA staff. This was felt to be a very positive and productive meeting.

The Chief Executive was pleased to announce the appointment of Steve Bloomfield as BASC Director, Midlands

The salaries and remuneration meeting attended by the Chairman and Vice-Chairman went well with staff being genuinely appreciative of the outcome.

It was noted that there had been some issues surrounding the Gamekeepers' Welfare Trust and the Chief Executive will provide a report to the February 2008 meeting of Council.

At a meeting with the Baker Tilly auditor, Jill Jones had specified that the meeting of the auditors and the Executive and Finance Committee, following the February 2008 meeting of Council, should a closed session restricted to members of the committee only. Furthermore, in her capacity as Scrutineer, she had been advised of the forthcoming resignation from Council of Eric Begbie and had confirmed that the vacant seat thus created should be included in the Council election ballot.

C.5. <u>To take the Director of Communications' Report</u>

The Director of Communications presented his report to Council.

The Director of Communications' Report was accepted as presented.

C.6 <u>To take the Director of Business Management's report</u>

Council was provided with a written explanation of the effect on the published accounts of the adoption of Financial Reporting Standard No. 5. Council was assured that this was merely a change in presentation of the accounts, financial performance remained strong.

Council considered the donation to be made to WHT for 2007, noting that the organisation lost a significant sales opportunity as a result of the cancellation of the 2007 CLA Game Fair. On this basis, it was suggested that for 2007 only the link between the BASC donation and the WHT's fundraising performance be severed.

Council agreed to donate the sum of £12,000 to WHT for 2007. This replicates the donation made in respect of 2006.

The Director of Business Management's Report was accepted as presented.

C7. To take the Director of Operations' Report

The Director of Operations' Report was accepted as presented.

D1. To take Any Other Business by leave of the Chairman

It was noted that the Director of Business Management will prepare a paper for presentation to the February meeting of Council on the proposed Family Membership category.

Council Members were reminded that hotel accommodation for the evening of the Centenary Ball will be at their own expense. Costs for the night preceding the AGM and Council meeting will be met by BASC.

Council members asked to be provided with an up to date copy of the staff organisation chart.
A query was raised at the Gundog Advisory Committee regarding Codes of Practice for Dogs. It was noted that a number of Codes are currently in the process of revision.

Council Members were advised that a Meeting of E & F Committee was to take place following the meeting and they were welcome to attend.

It was agreed that Council will consider at a future date the possible purchase of the Marksman System.

The BASC Director Wales, Glynn Cook was congratulated on completing twenty years continuous service with the organisation on 25 January, 2008.

Cheques to the value of £21,000 were gratefully received by Council from the BASC Director, Wales, which represented the half profit share from the two BASC Wales Country Fairs held during 2007.

It was noted that Eric Begbie had advised of his intention to resign from Council following the 2008 AGM. Council members wished to place on record their thanks and appreciation of the contribution made by Eric.

D.2. Date of Next Meeting

It was confirmed that the next meeting of Council will be on 21st February, 2008 at 9.30 am.

This will be preceded by a meeting of elected Council members only at 9.00 am.

Signed…………………………………………..Date…………………………
Chairman