THE BRITISH ASSOCIATION FOR SHOOTING AND CONSERVATION

CONFIRMED MINUTES OF THE COUNCIL MEETING HELD AT MARFORD MILL, ROSSETT, WREXHAM, ON THURSDAY 22 MARCH 2012

Present:
Robert Irvine, Chairman
Alan Balfour
Helen Cormack
Paul Culley
John Dryden
Lee Freeston
Peter Glenser
Neil Griffiths
Martyn Howat
Mike Smith
John Thornley OBE
Alisdair Troup

Ex-Officio Members:	**John Swift**	**Chief Executive**
	Philippa Bursey	**Director of Business Management**
	Christopher Graffius	**Director of Communications**
	Meurig Rees	**Director, Wales**

In attendance:

Minute Secretary: Diane McKenzie-Hodkinson

A.1. Apologies for Absence

Apologies were received from David de Gernier, Sir Roger Jones, Tommy Mayne, Colin Shedden, Michael Sherman, Ray Walters and Claire Zambuni.

A.2. To confirm Confidential agenda items

It was agreed that Items A5.1 - Honours, awards and presentations, and C5 - Director of Business Management's Summary Report both be treated as confidential.

A.3 Declarations of Interests

Declarations of Interest were received from John Dryden and Lee Freeston under Agenda Item A5.1 Honours, awards and presentations.

A.4 To confirm the minutes of the Council meeting held on 23 February 2012 *(incorporating amendments agreed by the Chairman)*

The minutes were confirmed as a true and accurate record of the meeting.

A.5. To Take Matters Arising from the Meeting held on 23 February 2012

A.5.1 Honours, Awards and Presentations

A paper detailing nominations for honours, awards and special presentations at the 2012 AGM had been circulated; noting that the final list would have to be confirmed at the April Council meeting, Council members were asked to give consideration to others who merit consideration.

Two nominations had been received for the Stanley Duncan Conservation Trophy.
It was agreed that the Chief Executive and Director of Conservation would assess the nominations and if they represent work of sufficient standard presentations should be made to the April Council meeting.
It was agreed that the Director of Business Management would organise presentations as appropriate.

A.5.2 Sale of Rossett Mill

The Chairman and Vice-Chairman had been asked to provide wording to confirm Council's position on Rossett Mill, as discussed at the Council meetings on 26 January 2012 (Agenda Item D.1) and on 23 February 2012(Agenda Item A.4):

"The Chief Executive and the Director of Business Management had been informed just prior to the January Council meeting that Rossett Mill, including the attached land and outbuildings, was to be put on the market for immediate auction as a result of re-possession proceedings. There was no time to notify members so the matter was introduced as a matter arising under Any Other Business.

The Director of Business Management proceeded to inform members of the result of the preliminary investigations into the sale of the property. These noted that the property, as offered to the market then, was over valued, may have restrictive covenants attached and could have structural problems. No further action was deemed appropriate at that stage.

The resulting debate noted that part of the land may have some development potential and opinions on the matter were offered by the Chairman and others members. As these opinions were purely hypothetical no declarations of interest were declared.

Having already carried out a recent extension to Marford Mill which afforded room for future expansion, it was agreed that any further land or property purchases could be deemed to be speculative and BASC was not a property business.

It was agreed that no further action on the matter was to be taken".

A.6 To Take the Action Points outstanding from earlier Council meetings

A.6.1 Objects

The Chief Executive and Director of Business Management will discuss with Farrer & Co. the way forward following their contact with the Registrar of Friendly Societies. Legal advice will then be taken to E&F.

A.6.2 Use of teleconferencing and video conferencing to reduce costs and enhance communications

The Chief Executive reported that as part of the forward planning process a Technologies Workshop is to take place on 21 & 22 May. This is expected to identify future technology requirements across the Association and its work; this would perforce include teleconferencing and communication needs.

The Chief Executive reported that it was his intention to make a report of the workshop's conclusions to the July meeting of Council.

A.6.3 Key Function Indicators

A report will be provided in July 2012.

A.6.4 WHT Progress Report and Development Plan

A report will be presented in October 2012.

A.6.5 Sport and Recreation Alliance's Voluntary Code of Good Governance for the Sport and Recreation Sector

It was confirmed that a paper will be finalised and put before the April Executive & Finance Committee meeting, and then brought to the May Council meeting.

A.6.6 Advisory Committees' Annual Reports

An annual report from each of the Advisory Committees will be presented to the May Council meeting.

A.6.7 Legacy policy

A report will be provided to the July Council meeting.

A.6.8 BASC Auditor

The Director of Business Management is taking forward a 'beauty parade' of potential auditors and will bring recommendations to the May Council meeting.

A.6.9 Risk Management Register

This will be brought back to Council for an annual review in January 2013.

B.1 To approve the Financial Statements for the year ending 31 December 2011

Council approved and adopted the financial statements for year ending 31st December 2011.

It was agreed appropriate that the Letter of Representation should be signed by the Chief Executive on behalf of the Executive and Finance Committee.

It was agreed that the financial statements would be signed by the Chairman on behalf of Council.

B.2 To receive a summary of Plaudits and Complaints

Council received a reformatted report prepared by the Chief Executive recording plaudits and complaints from April 2011 to March 2012.

Council was appreciative of the number of plaudits and minimal number of complaints that had been received.

Council agreed that the document was a useful indicator and would be pleased to continue to receive it.

C.1 To receive the minutes of Council's Committees

C1.1 To approve the minutes of the Executive & Finance Committee meeting held on 26 January 2012

The Minutes of the Executive & Finance Committee of 26 January 2012 were approved.

C1.2 To note the minutes of the Executive & Finance Committee meeting held on 23 February 2012

The Minutes of the Executive & Finance Committee of 23 February 2012 were noted.

C1.3 To receive the minutes of the Scottish Committee meeting held on 22 February 2012

The Minutes of the Scottish Committee of 22 February 2012 were noted as presented.

C1.4 To receive the minutes of the Northern Ireland Committee meeting held on 18 December 2011

The Minutes of the Northern Ireland Committee of 18 December 2011 were noted as presented.

C.2 To receive the Chairman's Activities Report

The Chairman confirmed he would be providing an updated paper on the Chief Executive's recruitment process to the May Council meeting.

The Chairman's Activities Report was accepted as presented.

C.3 To receive the Chief Executive's Report

The Chief Executive gave an oral report as work commitments had meant he had not attended the February meeting and holidays had precluded the preparation of a written report to the March meeting.

On the 20th February 2012 he had travelled to the South West Office to meet with David Gervers, the new regional director, who is settling in well and getting an effective grip of BASC's activities in the south west.

The next meeting of the Lead Ammunition Group will take place on 11th April. The Chief Executive reported that he had been informed that draft risk assessments on Human Health (prepared by Professor Rhys Green (Cambridge) and Debbie Pain (WWT)), and on Wildlife (drawn up by Dr John Harradine and Dr Alastair Leake (GWCT)) had been exchanged within the Primary Evidence and Risk Assessment Subgroup (PERA). The subgroup's chairman, Professor Levy will make a progress report to the April meeting. To date, no progress had been made on the risk assessment on livestock and venison.

A visit to the Mill by the new Executive Chairman of the CA, General Sir Barney White-Spunner, is being arranged.

The bi-annual Executive Planning meeting for Head Office and country and English regional directors will take place on 17th and 18th April. This will focus on development of work programmes in hand and forward planning (2013-2017).

As part of the forward planning process, a horizontal review of the Shooting Standards team had been conducted by Tim Russell. Tim's conclusions had been discussed with those involved, who had welcomed them and they are being implemented.

The Chief Executive had participated at the FACE Board meeting in Turkey in his capacity as a board member and as chairman of a steering committee tasked with review of the Habitats and Birds Directives' Annexes in the light of Commission contracts in this field. (There is direct link with the Law Commission's work on UK regulations and any review or revisions by the Commission as the EU 'nature directives' set parameters for the Member (and applicant) States.)

On the 28 – 30 March the Chief Executive will be attending a meeting in Athens of FACE member association's senior staff concerned with European policy and the nature directives. The Steering Committee will there be setting up two sub-committees to deal with the Birds and Habitats directives respectively, reporting back to the Board in September.

The Chairman thanked the Chief Executive for his report.

C.4 To receive the Director of Communication's Report

Having circulated a written report, the Director of Communications orally updated the meeting on a number of more current issues.

The Defra report on snares and snaring has been received. The report highlights i) that gamekeepers are very much aware of the existence of the code, but there is evidence of non-compliance on the part of farmers, and 2) the design of the snares is important with regard to the nature and severity of injuries sustained by animals caught in them. It had been suggested that the Defra code be reviewed and a meeting is therefore being sought with Defra to discuss the report and any future actions.

A letter had been received from Richard Benyon MP asking for views on best practice for the welfare of hares, to which a reply has been drafted.

The Law Commission has been invited to attend and present to the All Party Group on Shooting on 24 April.

The Director of Communications updated Council on issues surrounding the impact that tail-docking legislation was having on the Gamekeepers' ring at Crufts. A letter has been drafted to the Kennel Club setting out BASC's concerns.

It was agreed that, in future, Council members will be provided with a copy of each new code/leaflet/booklet as it is published by BASC. It was also suggested that displays be set up containing a copy of each of these publications to demonstrate the breadth of BASC's work and the range of information available to the public. The Director of Communications will look into this.

The Director of Communication's Report was accepted as presented.

C.5 To approve the Director of Business Management's Summary Report

The Director of Business Management reported that good progress is being made with the implementation of the new accounting system which should go live on 2 April 2012. Staff had been undertaking extensive training on the new system.

It was noted that as a result the March Management Accounts will not be available for the April Council meeting.

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

D.1 To take Any Other Business by Leave of the Chairman

There was no other business.

D.2 Date of Next Meeting

It was confirmed the next meeting of Council would take place on Thursday, 19 April 2012, commencing 9.00 a.m.

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Chairman

Date ………………………………………………………….