THE BRITISH ASSOCIATION FOR SHOOTING AND CONSERVATION

CONFIRMED MINUTES OF THE COUNCIL MEETING HELD AT MARFORD MILL, ROSSETT, WREXHAM, ON THURSDAY 19 APRIL 2012

Present:	**Robert Irvine, Chairman**	
	Mike Sherman, Vice Chairman	
	Helen Cormack	
	Paul Culley	
	John Dryden	
	Lee Freeston	
	David de Gernier	
	Neil Griffiths	
	Martyn Howat	
	Sir Roger Jones	
	Mike Smith	
	John Thornley OBE	
	Alisdair Troup	
	Ray Walters	
	Claire Zambuni	
Ex-Officio Members:	**John Swift**	**Chief Executive**
	Philippa Bursey	**Director of Business Management**
	Christopher Graffius	**Director of Communications**
	Tommy Mayne	**Director, Northern Ireland**
	Meurig Rees	**Director, Wales**
	Colin Shedden	**Director, Scotland**
In attendance:	Ian Danby	Item B1 & B2
	Mark Greenhough	Item B1
Minute Secretary:	Diane McKenzie-Hodkinson	

A.1. Apologies for absence

Apologies were received from Alan Balfour and Peter Glenser.

A.2. To confirm confidential agenda items

It was agreed that Items B1 – honours, awards and presentations, and C5 Director of Business Management's Summary Report both be treated as confidential.

A.3 Declarations of interests

Interests were declared by Lee Freeston and John Dryden in respect of agenda item B1 – honours, awards and presentations.

A.4 To confirm the minutes of the Council meeting held on 22 March 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 22 March 2012

There were no matters arising.

A.6 To take the action points outstanding from earlier Council meetings

A.6.1 Objects

The Chief Executive and Director of Business Management are seeking to identify a date on which to discuss the position with Farrer & Co following their contact with the Registrar of Friendly Societies. Resultant 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 a number of software elements are currently being updated and future technology requirements will identified at a Technologies Workshop to be held on 21 & 22 May.

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

The Vice-Chairman reported that a meeting of the E&F Working Group established to prepare a draft response to the Code had taken place on 18 April. A paper will be drafted for the May E&F meeting which will be referred to Council in July.

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

Interviews with potential auditors have been arranged for 3 May; four firms will be present. A recommendation will be made to Council in May which will be proposed for confirmation by the members at the AGM.

A.6.9 Risk Management Register

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

B.1 To consider Honours, Awards and presentations for the AGM 2012

Council had been presented with a paper detailing nominations for honours, awards and special presentations to be made at the 2012 AGM.

B.2 To receive a presentation by the Head of Biodiversity Projects - 'web based survey system'

Ian Danby gave a detailed presentation on the working methodology of the new Green Shoots on-line survey and mapping tool and on changes being made to the Green Shoots programme under which country and English regional officers will be engaged in extending it beyond the specific projects already in place.

Council noted the protocols for allowing high level data to be shared with interested conservation agencies while also ensuring data security and preventing unauthorised access to such data.

B.3 To receive a report on the Lead Ammunition Group

The Chief Executive updated Council on the Lead Ammunition Group and on the application of the REACH regulations to all industrial sectors that use lead.

The Lead Ammunition Group had met on the 11 April, a year since its last meeting. A number of changes had been made to the group; Jeff Knott had replaced Mark Avery (RSPB); Ian Coghill had replaced Steve Tapper (GWCT) and Lord Mancroft had replaced Rob Gray

(CA). A replacement for Martin Jamieson (CLA) is being considered. The next meeting will be in October when draft risk assessments for human health, wildlife and livestock should be available.

It was agreed an update would be provided at the May Council meeting. It was also agreed that the Association's published policy on lead should be reviewed.

B.4 To decide in principle of the appointment of the Chairman for 2012/13

The Chief Executive took the chair.

Council decided by show of hands not to take a decision in principle with regard to the Chairman for 2012/13.

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

C1.1 To approve the Minutes of the Executive & Finance Committee meeting held on 23 February 2012

One incidence of Robert Irvine's name is to be removed from the attendance list as it had been included twice.

Subject to this amendment, the Minutes of the Executive & Finance Committee meeting held on 23 February 2012 were approved.

C.1.2 To note the Minutes of the Executive & Finance Committee meeting held on 21 March 2012

The Minutes of the Executive & Finance Committee meeting of 21 March 2012 were noted.

C.2 To receive the Chairman's Activities Report

The Chairman reported that Scott Black of FWB will attend the May meeting to present a report on the process for recruiting a successor to the Chief Executive.

The Chairman confirmed that chairmanship of the Shoot Summit is vested in him as the Chairman of BASC's Council, not as an individual.

The Chairman's Activities Report was accepted as presented.

C.3 To receive the Chief Executive's Report

Thanks were extended to Chris Jenkins for all the work he had been doing in the Northern region since the retirement of Phillip and Jean Pugh.

The Chief Executive's Report was accepted as presented.

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

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

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

The Director of Business Management had only been able to provide Council with a written report immediately prior to the meeting and emphasised that if anyone had any questions they should feel free to contact her.

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

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

D.1.1 Retirement of the Chief Executive

A discussion was held on the arrangements for the retirement of the Chief Executive.

D.1.2. Ray Walters

Ray Walters advised the meeting that is was his intention to retire from Council with immediate effect; he had made the decision for personal reasons. He was reminded of the need to formally advise the Chief Executive, in writing, of this decision. Council expressed its regret and thanked Ray for his valued contribution to BASC and to Council.

D.2 Date of Next Meeting

It was confirmed the next meeting of Council would take place on Thursday, 17 May 2012, commencing 9.30 a.m.; this will be preceded by a meeting of elected members only, commencing at 08.30hrs.

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Chairman

Date …………………………………………………………