THE BRITISH ASSOCIATION FOR SHOOTING AND CONSERVATION

CONFIRMED MINUTES OF THE COUNCIL MEETING
HELD AT MARFORD MILL, ROSSETT, WREXHAM,
ON THURSDAY 26 JULY 2012

Present:	**Martyn Howat, Chairman**	
	Mike Sherman, Vice Chairman	
	Paul Culley	
	John Dryden	
	Lee Freeston	
	David de Gernier	
	Neil Griffiths	
	Michael Hardy	
	Robert Irvine	
	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**
	Tommy Mayne	**Director, Northern Ireland**
	Colin Shedden	**Director, Scotland**
In attendance:	Jane Harris	Agenda Items A5.3 and A6.3
	Nick Glazebrook	Agenda Item B6
Minute Secretary:	Diane McKenzie-Hodkinson	

A.1. Apologies for Absence

Apologies were received from Alan Balfour, Helen Cormack, Peter Glenser, Sir Roger Jones, Claire Zambuni and Meurig Rees.

A.2. To confirm Confidential agenda items

It was agreed that Items A5.3 and A6.3 - Council meeting 11 June 2012 relating to the Chief Executive; Item B8 - Core budgeting parameters and subscription rates (save for indicative subscription rate levels); Item B.7- Sport & Recreation Alliance's Voluntary Code of Good Governance and C.6 - the Director of Business Management's Report be treated as confidential.

A.3 To identify suggested items of any other business

Items for 'Any Other Business' to be discussed under Agenda Item D.1 were put forward in advance to enable the Chairman to identify any matters which might be more promptly resolved by the securing of information while the rest of Council's business was being addressed.

A.4 Declarations of Interest

An interest was declared by the Chairman in relation to agenda item B.9 - To decide the Chairman's honorarium.

A.4.1 Declarations recorded

A paper had been circulated identifying interests declared by all elected and ex-officio members of Council both on their own account and, as necessary, in relation to immediate family members.

Council queried circulation of the register prior to its ratification and questioned whether a document in this form had ever previously been issued. ***It was agreed*** that the Chief Executive would look into the matter of previous circulations.

It was suggested that the title of the document be amended to read "Elected and Ex-Officio Council Member Declarations of Interests Register", as "conflict" was inaccurate in the context.

To ensure all information is up to date, the document is to be re-circulated to Council members for any amendments, and brought back to the September Council meeting.

A.5 To confirm the minutes of Council meetings

A.5.1 Council meeting Thursday 17 May 2012

It was noted that amendments were needed on:-

Page 2, A5.1, final paragraph to be inserted:- The Chief Executive, ex-officio members and candidates for election re-joined the meeting.

Page 6, B.5, final paragraph to be inserted:- The Director of Communications re-joined the meeting.

Page 7, B.7, first paragraph to be inserted:- Alan Jarrett, John Graham, Michael Hardy and Martyn Parfitt re-joined the meeting.

Page 8, C.3, third paragraph, the sum of money to be included:- "securing funds for the political programme of £2,500".

Subject to the above amendments the minutes were confirmed as a true and accurate record of the meeting.

A.5.2 Council meeting Saturday 9 June 2012

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

A.5.3 Council meeting Monday 11 June 2012 (*minutes issued to and agreed by elected Council members only*) **CONFIDENTIAL ITEM**

The Chief Executive and Ex-Officio members left the meeting.

Discussions took place.

The Chief Executive and Ex-Officio members re-joined the meeting.

A.6 To take matters arising from earlier Council meetings

A6.1 Council election process 2012

A request had been received for an agenda item to discuss the process and decision that had resulted in Martyn Howat being declared Chairman. On the day the result had been announced an intention to challenge the decision had been declared to the IPS Secretary; this had had the support of a number of Council members.

Concerns were expressed that due process had not been followed, and the need to take legal advice was queried.

The lack of an indicative vote at the April meeting was seen as having been a contributory factor but, to the extent that the process is detailed in the Role, Governance and Operation paper, it had been followed, though clearly certain features of the poll in question were not addressed in the document.

The most appropriate way forward would be for the election process to be reviewed in the context of the consideration being given to the Sport and Recreation Alliance's Voluntary Code of Good Governance.

It was agreed that the Chief Executive look at the Voluntary Code of Good Governance; a workshop will then be arranged for the Working Group, comprising the Vice-Chairman, Alisdair Troup and Robert Irvine, together with the Chief Executive to go through the Voluntary Code of Good Governance and the Role, Governance and Operation paper, looking at the issues that had arisen in relation to the election process.

It was agreed once finalised the document will be put before Council in November 2012 or January 2013.

A6.2 Land Acquisition options

Lee Freeston advised Council that a meeting had been arranged for 15th and 16th August to look at the various options highlighted in the Smith Gore report on land acquisition. Taking part will be Alan Jarrett, Peter Glenser, Martyn Howat, John Bishop (WHT Trustee), Tim Russell, Paul Williamson and Christopher Graffius. Apologies were given by the Chief Executive, but he will submit thoughts in writing prior to the meeting.

Conclusions from the meeting are to be brought back to November Council meeting.

A6.3 Business from Council 11 June 2012 **CONFIDENTIAL ITEM**

The Chief Executive and Ex-Officio members left the meeting.

Jane Harris joined the meeting.

Discussions ensued that are separately recorded.

Jane Harris left the meeting.

The Chief Executive and Ex-Officio members re-joined the meeting.

A.7 To take the Action Points outstanding from earlier Council meetings

A.7.1 Objects

It was considered more appropriate that this item be addressed as part of the discussions relating to the Sport and Recreation Alliance's Voluntary Code of Good Governance. Consideration should also be given to appropriate changes to the Constitution and Objects and to the Role, Governance and Operation paper as well as to the desirability for and possibility of forming a charitable body.

It was agreed to work towards bringing it back to bring to Council in October 2012.

A.7.2 Use of teleconferencing and video conferencing to reduce costs and enhance communications

The Director of Business Management explained that BASC's teleconferencing needs are properly split between internal and external communications. Priority is being given to external communications to enable contact with government agencies etc. Internal communications are currently hampered by BASC's rural locations which serve to disproportionately increase costs.

A.7.3 Key Function Indicators

Covered under Agenda Item B.5.

A.7.4 WHT Progress Report and Development Plan

A report will be presented in October 2012.

A.7.5 Sport and Recreation Alliance's Voluntary Code of Good Governance for the Sport and Recreation Sector

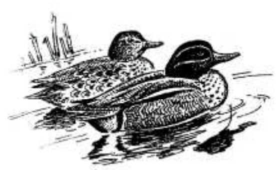
Covered under Agenda Item B.7.

A.7.6 Advisory Committees' Annual Reports

A report will be provided to the May 2013 Council meeting.

A.7.7 Legacy policy

Covered under Agenda Item B.6.



A.7.8 Risk Management Register

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

A.7.9 Land purchase

Covered under Agenda Item A.6.2.

B.1. To appoint the members of the Executive and Finance Committee

A list of proposed members had been circulated and each had confirmed their willingness to sit.

Subject to the inclusion of Philippa Bursey, Director of Business Management, as an ex-officio member, membership of the committee ***was approved*** as listed.

B.2. To appoint the members of the Disciplinary Appeals Committee

A list of proposed members had been circulated and each proposed member had confirmed their willingness to sit.

Membership of the committee ***was approved*** as listed.

B.3. To appoint the Chairs of the Country and Advisory committees

B3.1 The Northern Ireland Committee

Robert Irvine was re-elected as Chairman of the Northern Ireland Committee.

B3.2 The Scottish Committee

Alan Balfour was re-elected as Chairman of the Scottish Committee.

B3.3 The Welsh Committee

Michael Sherman was re-elected as Chairman of the Welsh Committee.

B3.4 The Deer Stalking Committee

John Thornley was re-elected as Chairman of the Deer Stalking Committee.

B3.5 The Gameshooting and Gamekeeping Committee

Paul Culley was re-elected as Chairman of the Gameshooting and Gamekeeping Committee.

B3.6 The Wildfowling Liaison Committee

Lee Freeston was re-elected as Chairman of the Wildfowling Liaison Committee.

B.4. B4.1 To confirm the date and venue of the AGM in 2013

It was agreed that the Annual General Meeting in 2013 will be held on Saturday, 8 June 2013 but the suggested venue was not considered appropriate.

It was agreed that, being more cost effective in terms of staff time and accommodation costs, an alternative location within 20 miles of Marford Mill should be identified.

Council members who are able to make appropriate suggestions should liaise with the Director of Business Management or the Office Manager.

B.4.2 To decide the dates for Council meetings in 2012 - 2013

The suggested Council meeting programme for 2013 had been circulated.

It was requested that the proposed meeting on 16th May 2013 be deferred by a week to 23rd May 2013 owing to the Bank Holiday.

As it had been omitted, Thursday, 22nd November 2012 was confirmed as being the November 2012 meeting date.

Subject to the requested change, the meeting programme ***was accepted*** as presented.

B.5. To receive an annual report on Key Function Indicators

The Chief Executive presented a report on the general conclusions of Key Function Indicators which provided Council with a review of the state of sporting shooting in Britain and BASC's performance against each of its strategic objectives.

He commented that, unlike government departments and local authorities that have dedicated departments for the purpose, BASC's staff resources do not permit the collection of structured data on key measures and indicators.

The Chief Executive highlighted BASC's success in relation to all party support and balanced cover in the media.

Concern was expressed that game shooting can be seen as elitist Adherence to standards and regulations is central to its promotion and defence.

It was requested that an amendment be made to the phrase"….. opportunity has increased for those who seek and can afford it" (on page 3, 5th paragraph under Continued Opportunity) as it gives the impression BASC is promoting itself to those people who can afford to go shooting.

The Chief Executive invited comments and views on the report which would form part of the forward planning process.

B.6. <u>To consider project ideas for legacy funding along with strategy and approval process</u>

Nick Glazebrook joined the meeting.

The Director of Communications took the meeting through the paper 'BASC and Legacies' previously circulated to Council.

He stressed that there can be a substantial delay between somebody deciding to leave BASC a legacy and it becoming active. Council also considered it undesirable to rely on income from sponsorship and fundraising to finance core expenditure.

It was suggested that encouraging people who have lost their shooting to donate should be added to item 1.6 - Legacy Project; such donors would be contributing to safeguard other land that might otherwise be lost for shooting

Council's approval was sought for the strategy to go forward.

Council endorsed the paper.

Nick Glazebrook left the meeting.

B.7. To receive the E&F review of the Sport and Recreations Alliance's Voluntary Code of Good Governance

The Chief Executive and Vice-Chairman will arrange a workshop to discuss additional matters to be included when considering the Code of Good Governance.

The review document continues to grow and is becoming a very capable tool to be placed alongside the Constitution and Objects, the Role, Governance and Operation paper and the Risk Management register.

As discussed under Agenda Item A6.1 it was agreed the Conflict of Interest Policy be included in the review, to be brought to the October or November Council meeting.

B.8. To discuss core budgeting parameters and subscription rates for 2013

The Director of Business Management apologised but, owing to illness and problems with the implementation of the new accounting system, she was unable to provide Council with a presentation on the budgetary cycle, BASC's reserves and core budget parameters for 2013.

For the purposes of budgetary planning and to enable feedback to members, particularly to clubs and syndicates, Council's view in relation to subscription levels was sought.

Council felt unable to give further consideration to budgetary factors and requested that the Director of Business Management make her inter-active core-budget presentation to its next meeting.

The Director of Business Management to make a presentation at the September 2012 Council.

B.9. To decide the Chairman's honorarium

The Chairman and ex-officio members of Council withdrew from the meeting and the Vice-Chairman chaired the discussion.

It was agreed that the Chairman's honorarium would remain unchanged, but will be reviewed in the future.

The Chairman and ex-officio members of Council returned to the meeting

C.1. <u>To receive the minutes of Council's committees</u>

C.1.1 <u>To receive the minutes of the Scottish Committee meeting 14 June 2012</u>

The Minutes of the Scottish Committee of 14 June 2012 were accepted as presented.

C.1.1 <u>To receive the minutes of the Northern Ireland Committee meeting 28 March 2012</u>

The Minutes of the Northern Ireland Committee of 28 March 2012 were accepted as presented.

C.2. <u>To approve the minutes of the Annual General Meeting on 9 June 2012 for signature by the President</u>

Alan Jarrett requested that on Page 10, Agenda Item 8 Any Other Business, paragraph 7, the wording relating to land purchase is expanded to better reflect his answer. ***The Minute to be amended to read:-***

"Alan Jarrett said his views on land purchase were well known (that he was strongly in favour). However caution was advised by Alan Jarrett on buying land and retaining the shooting rights, because the land moves out of your control once sold on. He explained that it was safest to buy land and sell it on again in designated areas such SSSIs, as then the ability of an incoming owner to ruin the land for shooting was much reduced".

Subject to the amendment, the Minutes of the Annual General Meeting on 9 June 2012 were approved for signature by the President.

C.3. <u>To receive the Chairman's Report</u>

The Chairman updated on the Chief Executive recruitment process. 8 people have been shortlisted, allowing for dropout, with the aim of interviewing 6 people. Interviews are planned for the 11th and 26th September, with interview training for the panel taking place on the 23rd August.

The Chairman's report was accepted as presented.

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

The Chief Executive expanded on his report which had been distributed to Council earlier.

Paul Walkden had valued the De Bree oil painting of the founder, Sir Ralph Payne-Gallwey, which had been loaned to the Association. Owing to its historical significance and the fact that it depicts the Holland & Holland punt gun now on display in the Duke of Westminster Lecture Theatre, Council authorised the Chief Executive and Chairman to make an offer for the picture. If they were unsuccessful, it was suggested that a good quality facsimile of the painting might be commissioned.

The Chief Executive advised Council of certain changes relating to the Association's office premises. Meurig Rees, with the invaluable help of the Vice-Chairman, is looking at locations in the vicinity of Aberystwyth for a relocated BASC Wales office; a lease had just been signed for new premises in the Northern Region to house Alasdair Mitchell and his team and an office in north Norfolk is being considered for Simon Reinhold and his team, though it was noted that in relation to this change there are a number of personnel issues to be taken into consideration.

The Chief Executive's report was accepted as presented.

C.5. <u>To receive the Director of Communication's Report</u>

The Director of Communications expressed his concern at the increasing campaign against driven shooting in which 70% of BASC members are involved; if stricter regulations were to be brought in, the effect on BASC would be very damaging.

The threat posed to wildfowling in Scotland by the recommendations of the Scottish Select Committee and devolved Crown Estate in Scotland was considered. It was recognised that Victorian legislation passed the control of the gathering of oysters and mussels back to the Crown Estate while the harvesting of wildfowl remained a public right; recent documentation issued by SNH confirmed that wildfowling is still seen as being a public right in Scotland.

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

C.6. <u>To approve the Director of Business Management's Report</u>

The Director of Business Management circulated a brief position statement drawn up to the end of June. She reported that although the new accounting system is fully operational for the processing of transactions and the payment of suppliers, development of the management reporting formats had yet to be completed and there are problems with some of the historic data that have been transferred into the system. She noted the hard work being put in by all members of the Accounts team.

The previously-planned half-year audit will necessarily have to be deferred; it is anticipated that it will take the form of an interim audit to be undertaken in October. This should contribute towards work that would be undertaken at the year end so could result in some overall cost saving.

It being incomplete, the Director of Business Management's report was noted as presented.

D.1. <u>To take Any Other Business by leave of the Chairman</u>

D.1.1 <u>Plaudits</u>

On behalf of Pembrokeshire Wildfowlers and other wildfowlers in Wales, the Vice-Chairman conveyed thanks to Conor O'Gorman and Meurig Rees for their considerable work on Marine Conservation Zones in Wales.

The Director Northern Ireland also praised Conor O'Gorman's work in Northern Ireland.

It was agreed the Chairman will write to thank Conor on behalf of Council.

1.2 <u>Lord Arbuthnott</u>

The Chief Executive reported the recent death of Lord Arbuthnott, a former, long-serving and highly respected President of BASC. A memorial service will be held on 14 September.

D1.3 <u>CLA Game Fair</u>

The Chairman will write to Steve Bloomfield, Director Midland Region and his team on behalf of Council, thanking them for all their efforts in organising BASC's presence at the CLA Game Fair, which, unfortunately, had been cancelled due to severe weather conditions.

D1.4 <u>Brown Hares</u>

Council members were concerned at the rapid decline in brown hare numbers effectively as a consequence of poaching by 'unpleasant and aggressive characters'. To discourage the presence on their land of such undesirables, farmers are removing the attraction by shooting all hares on sight.

Meetings are planned with the NFU, Kent Farmers Association and other interested organisations to consider ways to solve the problem. A statutory closed season would be irrelevant as this is a poaching problem.

D1.5 <u>Lead</u>

In response to a question the Chief Executive updated the meeting on European views on lead and on the use and handling of shot game-meat; in particular, the differing approaches of the French, Spanish, Italians and Germans. Eastern Europeans countries had yet to recognise the issues but this was to be addressed.

D1.6 <u>Discretionary Membership Category</u>

The awarding of discretionary, free membership to long-serving members with a limited life expectancy as a result of injury, illness or old age was discussed. The Chief Executive and the Chairman were jointly authorised to approve the award of this form of membership which, in their remaining days, would give the recipients continued contact with BASC, limited insurance cover and access to guidance, most probably in relation to the disposal of guns.

Based on the letters that BASC currently receives, it was anticipated that of the order of 6 awards per annum might be made. Recommendations could come from Country and Regional Directors. However, to avoid unworthy applications, the facility will not be publicised and the discretion rests exclusively with the Chief Executive and senior management.

D.2. <u>Date of next meeting</u>

It was confirmed the next meeting of Council will take place on Thursday, 20 September 2012 commencing 9.00 a.m.

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Chairman

Date ………………………………………………………………