

THE BRITISH ASSOCIATION FOR SHOOTING AND CONSERVATION

CONFIRMED MINUTES OF THE COUNCIL MEETING HELD AT MARFORD MILL, ROSSETT, WREXHAM, ON THURSDAY 24 JANUARY 2013

Present: Martyn Howat, Chairman
Alan Balfour
Paul Culley
Lee Freeston
Neil Griffiths
Robert Irvine
Alan Jarrett
Sir Roger Jones
Claire Zambuni

Ex-Officio Members:	John Swift Philippa Bursey Christopher Graffius Steve Bloomfield Tommy Mayne	Chief Executive Director of Business Management Director of Communications Director, English Regions Director, Northern Ireland
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In attendance: Glynn Evans Item B.3

Minute Secretary: Diane McKenzie-Hodkinson

A.1. Apologies for Absence

Apologies were received from Helen Cormack, John Dryden, David de Gernier, Peter Glenser, Michael Hardy, Michael Sherman, Mike Smith, John Thornley, Alisdair Troup, Meurig Rees and Colin Shedden.

A.2. To confirm Confidential agenda items

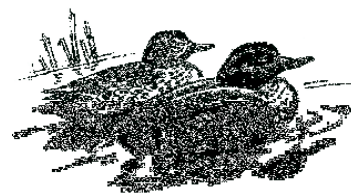
It was agreed that Items B.1, B.2 and C.5 be treated as confidential.

A.3 To identify suggested items of Any Other Business

Items for 'Any Other Business' to be discussed under Agenda Item D.1 were noted.

A.4 Declarations of Interest

There were no declarations of interest.



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A.5 To confirm the minutes of the Council meeting held on 22 November 2012

Referring to B.3 it was requested that the following wording be included:

“Paul Culley enquired as to the arrangements in place in respect of other recreational activities on the Crook of Baldoon, Wigtown Bay, as a result of the changes to the shooting area”.

D1.1, paragraph 1, line 1, to be amended to read “our sister organisation NARGC in the Republic of Ireland was seeking to establish a DMQ qualification facility that would be accepted in the country”. It was agreed the sentence following be removed.

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

A.6 To take matters arising from earlier Council meetings

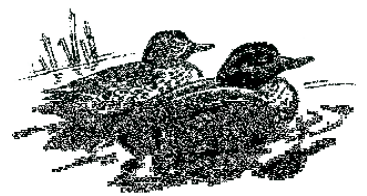
A.6.1 Budget bids

Following the decision that budget bids would initially be presented at the October meeting of Council, the Director of Business Management had considered the matter further and suggested that strategic consideration of the budget by Council be brought forward to July at which time it would be able to give the management team an indication of the direction and priorities it wished to see reflected in the budget.

It was agreed the minutes be annotated to reflect the Director of Business Management’s suggestion, and to include the wording “and this will be further discussed with the new Chief Executive”.

A.6.2 Stalking on Arran – donation

The Chief Executive had written to the Search and Rescue Dogs Association Scotland and sent BASC’s donation of £5,000 for which he had received a most gracious letter of thanks which he read to the meeting.



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A.6.3 DMQ – Northern Ireland

The Director of Business Management reported that at the board meeting on 20th December, DMQ had confirmed that it was not yet prepared to deal directly with the NARGC or with HCAP; it would develop a qualification acceptable in the Republic of Ireland, but only if approached by an appropriate sponsoring government agency.

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

A.7.1 Objects

To be brought back to Council in March 2013.

A.7.2 Key Function Indicators

An annual report will be presented in July 2013.

A.7.3 WHT Progress Report and Development Plan

A report will be presented in October 2013.

A.7.4 Sport and Recreation Alliance's Voluntary Code of Good Governance for the Sport and Recreation Sector

A Working Group will meet on 26-27 February 2013 with the Chief Executive Designate involvement. Recommendations would be brought back to the March 2013 Council meeting.

A.7.5 Advisory Committees' Annual Reports

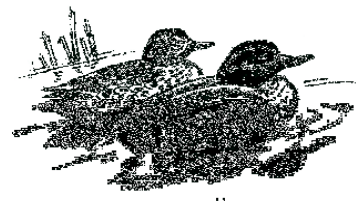
A report will be presented to the May 2013 Council meeting.

A.7.6 Risk Management Register

To be discussed under Agenda Item B.1.

A.7.7 Land purchase

This will be brought back to the April 2013 Council meeting.



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A.7.8 Council election process

To be discussed under Agenda Item B.2.

A.7.9 Key Function Indicators - clarification

To be discussed at a future Council meeting to include the Chief Executive Designate.

A.7.10 Council members' liability

To be discussed under Agenda Item B.2.

A.7.11 Directors' and Officers' insurance for club members

To be discussed under Agenda Item B.2.

A.7.12 Council meeting attendance figures

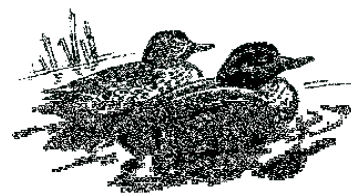
To be discussed at the Governance Workshop on 26/27 February 2013 with suggestions going back to Council in July 2013.

B.1 To receive the annual report on the BASC Business Risk Assessment Register

The Chief Executive had circulated the Business Risk Management Register; in presenting it he highlighted those risks that had recently been added and noted that the register is a 'living' document which under the Chief Executive's authority and with oversight of the E&F is referred to the senior management team for monitoring, updating and execution.

Council wished the Register to record the importance of properly managing the impact risks of BASC making policy decisions that might possibly be at variance with strands of membership opinion.

The Chief Executive asked Council to accept the Register as a record of identified risks that could impact on BASC business. The Register will be made available to the Auditors.



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It was agreed that the Register remains the responsibility of the Chief Executive under the oversight of the Executive and Finance Committee at its November meeting prior to being referred to Council in January 2014.

It was further requested that consideration be given to the format of future versions since, printed on A4, the document had been found difficult to read.

B.2 To receive an analysis of Council members liabilities and the extent to which Directors' and Officers' insurance indemnifies them

B.2.1 Council members' liabilities

The Director of Business Management provided a paper on Council members' liabilities.

No comments were made and *the paper was accepted by Council.*

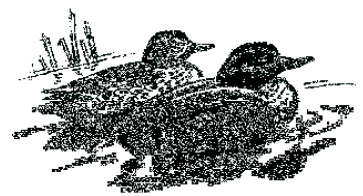
The Director of Business Management was thanked for providing such an informative paper, and it was suggested *all new Council members are provided with this document.*

B.2.2 Directors and Officers insurance indemnity

A paper had been circulated by the Chief Executive in response to a document drawn up by Alan Jarrett and Lee Freeston relating to the provision of insurances for members, in particular clubs and syndicates. In the context of BASC's status as an FSA regulated business, we are not registered to provide insurance advice but can promote a range of insurance products from qualified brokers.

A view was expressed that there was a need for, and a business opportunity arising from, clubs and syndicates having Directors and Officers type insurance cover.

It was noted that Paul Williamson and Mark Greenhough provide operational advice to clubs; concern was expressed that such advice might encompass activities that attract liabilities that would not be covered under the insurance policies provided by BASC for its members' recreational sporting activities.



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The Chief Executive undertook, in the light of the discussion to report back on

1. A listing of insurances provided and offered to members
2. The preparation of an advice sheet covering insurable risk areas (under tort, contract and criminal law) faced by affiliated groups
3. Look into the possibility of liabilities for affiliated groups created by BASC operational advice and
4. Explore with David Ilsley and Philippa to possibility of developing a generic D&O type cover to offer to affiliated groups

B.3 To receive a report on progress of the Code of Practice for Brown Hare and Welfare in England

Glynn Evans joined the meeting.

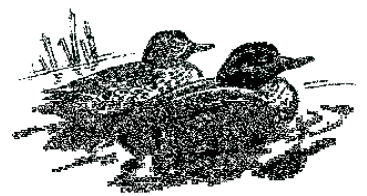
The draft code had been circulated to partners NFU and GWCT and some comments of a minor nature had been received.

Following discussions covering a range of related matters including illegal hare coursing and beagling, Council *approved* the draft code in principle.

B.4 To receive a progress report on Marine Conservation Zones and Reference Areas (Blakeney)

Reflecting concerns expressed by the Blakeney Wildfowlers at a meeting with the Chairman and Chief Executive held at the end of 2012, Tim Russell had produced a progress report on Marine Conservation Zones and Reference Areas.

As a consequence of BASC's lobbying and its good working relationship with Defra, a generally positive outcome was anticipated.



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B.5 To approve the 2nd edition of the PAW NI poaching leaflet

Council discussed the 2nd edition of the PAW NI Poaching leaflet aimed at encouraging people to contact Crime Stoppers if they suspect deer poaching.

Concerns were expressed with regard to the design of the document; in particular the images that had been used and the relative prominence of the supporting organisations' logos.

It was agreed that the draft flyer should be re-designed by BASC and more suitable images sought from the picture library.

Subject to it being more appropriately presented, *Council endorsed* the PAW NI Poaching leaflet.

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

C1.1 Scottish Committee meeting minutes 29 November 2012

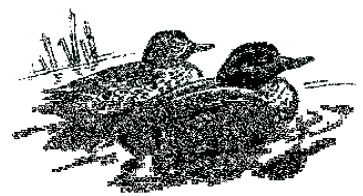
The minutes of the Scottish Committee were noted as presented.

C1.2 Northern Ireland Committee meeting minutes 28 November 2012

The minutes of the Northern Ireland Committee were noted as presented.

C.2 To receive the Chairman's Report

The Chairman reported on his meeting with an unsuccessful candidate for the post of Chief Executive, who had offered his assistance to BASC in the areas of governance, strategy, organisation and operations; all these functions fall within the remit of the Chief Executive and in view of this and the level of fees he proposed to charge, *Council asked the Chairman to write to him* to thank him but to decline his offer.



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C.3 To receive the Chief Executive's Report

The Chief Executive updated Council on his meeting with Martin Spray, Director General of the Wildfowl & Wetlands Trust and on the progress of the Lead Ammunition Group; he also gave some background on the presentation to be made to the February Council meeting by the British Bowhunters Association.

The Chief Executives' report was accepted as presented.

C.4 To receive the Director of Communications' report

The Director of Communications' report was accepted as presented.

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

C.5.1 Wildlife Habitat Charitable Trust

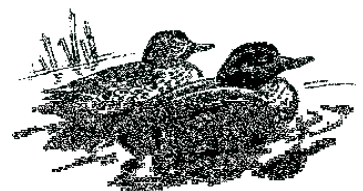
Alan Jarrett and Lee Freeston having identified themselves as WHT trustees, *Council agreed* to donate £35,000 to the Wildlife Habitat Charitable Trust in accordance with the commitment made to the members at the 2001 AGM.

C.5.2 HMRC and shoots

Council discussed the changes to HMRC PAYE and NIC reporting rules and, in particular, how it will affect shoots employing casual staff such as beaters and pickers-up.

It was agreed that, taking professional advice as necessary, the Director of Business Management will prepare generic advice on tax law and how it applies to shoots. For more detailed advice it will be suggested that shoots contact a competent tax advisor for guidance relevant to their particular circumstances.

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



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

Alan Jarrett had received a letter from former Council member, Harry Abbott, accompanying an obituary of John Couch, a Life Member of BASC and very strong supporter, who had passed away on 14th November 2012.

The Director of Communications undertook to discuss with Jeffrey Olstead the inclusion of an obituary in *Shooting and Conservation*. The Chief Executive had already been in touch with the family.

It was noted that Derek Vaines, also a former Council member, was very ill. The Chief Executive would remain in contact with his family.

D.2 Date of next meeting

It was confirmed the next meeting of Council will take place on Thursday, 21 February 2013.

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Chairman

Date

