

THE BRITISH ASSOCIATION FOR SHOOTING AND CONSERVATION

**CONFIRMED MINUTES OF THE COUNCIL MEETING
HELD AT MARFORD MILL, ROSSETT, WREXHAM
ON THURSDAY, 9 July 2015**

Present: Alan Jarrett (Chairman)
Mike Sherman (Vice-Chairman)
Alan Balfour
Sally-Anne Cockerill
John Dryden
Jono Garton
John Graham
Duncan Greaves
Ian Grindy
Martyn Jones
Oliver McCullough
Professor Ann Mortimer
John Thornley OBE
Sarah Turner

Ex-Officio:	Richard Ali	Chief Executive
	Gary Ashton	Director, Wales
	Steve Bloomfield	Director, England
	Philippa Bursey	Director of Business Management
	Stephen Curtis	Director, HR and Operations
	Christopher Graffius	Director of Communications
	Colin Shedden	Director, Scotland

In Attendance:	Sandra Loton-Jones	Agenda item B.10
	Tim Russell	Agenda items B.11 to B.15

Minutes Secretary: Pauline Hayward

A.1 To receive apologies for absence and to note absentees

The Chairman welcomed the new members (Sally-Anne Cockerill, John Dryden, Jono Garton, Martyn Jones and Oliver McCullough)

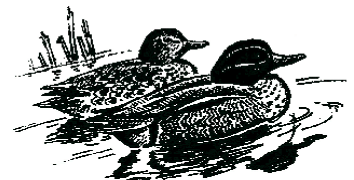
Apologies had been received from Peter Glenser, Mike Hardy and Tommy Mayne.

A.2 To confirm confidential items

The Chairman confirmed the confidential items on the agenda as items B.7, 18 and 19.

A.3 To identify suggested items of any other business

No items of any other business were identified.



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A.4 Declarations of interest

No declarations of interest were notified.

A.5.1 Minutes of the Council meeting held on 21 May 2015

The minutes of the meeting, having been circulated, were approved as a true and accurate record of proceedings subject to two amendments:

Page 3 – Item B.2 under ‘Northern Ireland Committee’

Delete the existing last sentence:

“It was noted that Duncan Greaves was the committee’s new Chairman.”

Add as last sentence:

“It was noted that Oliver McCullough will be the committee’s new Chairman.”

Page 4 – Item B4 Firearms department update

The following sentence to be added as the paragraph:

“It was acknowledged Scotland and NI have also seen a substantial increase in firearm enquiries.”

A.5.2 Minutes of the Council meeting held on 13 June 2015

The minutes of the meeting, having been circulated, were approved as a true and accurate record of proceedings.

A.6 Matters arising from earlier Council meetings

There were no matters arising from earlier Council meetings.

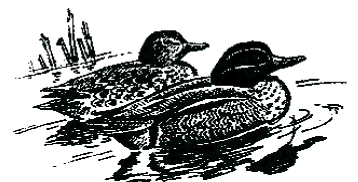
A.7 Action points outstanding from earlier Council meetings

The action points, as circulated, were noted.

B.1 Health and Safety

It was noted that no incidents had occurred during the relevant period.

It was agreed that, subject to the maintenance of appropriate levels of confidentiality, information on staff members on long-term sick leave would, in future, be included in the Director of HR and Operations’ report.



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B.2 Executive and Finance Committee members

The Committee Chairman noted the large number of new members sitting on Council; he might therefore propose others for membership of the Committee once he had got to know them. Council approved the proposal that Alan Jarrett, Alan Balfour, Ian Grindy, Mike Sherman and John Thorley be members of the Executive & Finance Committee.

B.3 Disciplinary Appeals Committee members

The members of the Disciplinary Appeals Committee under Graham Suggett's chairmanship were confirmed as Graham Downing, Graham Crompton-Howe and Mark Eldridge.

B.4 Election of Country and Advisory Chairmen

B.4.1 England Committee

John Thorley was elected as the Chairman of the England Committee.

B.4.2 Northern Ireland Committee

Oliver McCullough was elected as Chairman of the Northern Ireland Committee.

B.4.3 Scottish Committee

Alan Balfour was elected as Chairman of the Scottish Committee.

B.4.4 Welsh Committee

Jono Garton proposed was elected as Chairman of the Welsh Committee.

B.4.5 Deer Stalking Committee

Mike Sherman was elected as Chairman of the Deer Stalking Committee.

B.4.6 Gameshooting and Gamekeeping Committee

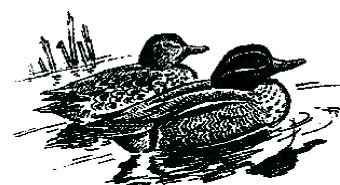
Ian Grindy was elected as Chairman of the Gameshooting and Gamekeeping Committee.

B.4.7 Wildfowling Liaison Committee

John Dryden was elected as Chairman of the Wildfowling Liaison Committee.

B.5 AGM and Council meeting dates 2016

Council agreed that the number and timing of its meetings in 2016 should follow the pattern established in 2015 and accordingly approved the dates that had been suggested.



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The January meeting will be preceded by a members' meeting to be held at Marford Mill. The venue for the 2016 AGM has yet to be confirmed.

Gary Ashton, Stephen Curtis, Christopher Graffius and Colin Shedden withdrew from the room for agenda item B.6.

B.6.1 Chairman's honorarium

The Chairman withdrew from the meeting.

Council set the level for the Chairman's honorarium.

The Chairman re-joined the meeting. The Vice-Chairman withdrew from the room for agenda item B.6.2.

B.6.2 Vice-Chairman's honorarium

Council set the level of the Vice-Chairman's honorarium

The Vice-Chairman, Gary Ashton, Stephen Curtis, Christopher Graffius and Colin Shedden re-joined the meeting

Professor Ann Mortimer joined the meeting during the following agenda item.

B.7 Country & regional review 2015

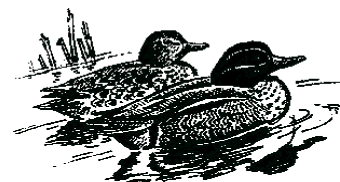
(Confidential)

The Director of HR and Operations presented his report which outlined the investment review and strategic assessment of the countries and regions. Council noted the efforts expended over the period and results achieved and recognised that the review process will be a continuing business exercise for BASC. Council also noted that membership had increased considerably during the review period and the targets set were deemed achievable for the future.

The review had not given consideration to the suitability of the regional centre premises; it was agreed that this review was important and would be undertaken.

B.8 Regulated insurance activities

The Director of Business Management informed Council that, as a matter of good governance, auditors had been instructed to report on BASC's conduct of its regulated insurance activities. This regulation is undertaken by the Financial



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Conduct Authority whose focus and approach differs from and is rather more robust than that of its predecessor, the Financial Services Authority. In future, matters relating to BASC's regulated activities will be included in Business Management reports.

Council raised questions relating to the training of staff and volunteers who are selling insurance within the membership package. Council was reassured that appropriate training had been delivered and that insurance information and documentation was being provided in accordance with the regulator's requirements.

B.9 Sporting Services department update

Gary Ashton presented his report to Council. It was noted that Sporting Services are now represented on the editorial board for all BASC publications resulting in fewer complaints about inappropriate images and messages.

The Shotgun Coaching Award had been reviewed and rewritten and a pilot-course run. Deployment of the shooting simulator has been increased nationwide and it is being publicised through the BASC website.

Council was encouraged to hear that standards were viewed as crucial within the Sporting Services department.

Sandra Loton-Jones joined the meeting for agenda item B.10

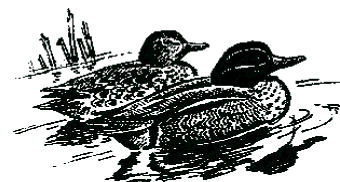
B.10 Commercial department update

Sandra Loton-Jones presented her report. Council noted that, overall, the Commercial Services team is working well, that areas for improvement have been identified to meet the growth in membership and that the department was delivering. Particular mention was made of the review undertaken in relation to sales and merchandising with new sales displays being constructed for use at all main shows. A review of BASC's voluntary insurances had been undertaken and the products were being publicised to members through *Shooting & Conservation* and the usual channels.

Tim Russell joined the meeting for agenda items B.11 to B.15

B.11 Deer stalking scheme (Thetford)

Tim Russell presented his report and noted the 5-year costing tables within it. Council delegated authority to approve an agreement with the Forestry Commission to the Vice-Chairman, John Thornley and the Chief Executive.



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B.12 NE Partnership agreement plans

Tim Russell confirmed that the signed agreement had been received and that working plans were being developed; he stressed the importance of their proper delivery and reassured Council with regard to the required resources.

B.13 Crown estate on-line collection system

Tim Russell reported to Council explaining the electronic bag recording scheme and the grant that had been secured to help fund its development. Council noted that a few clubs would be unable to participate in the new scheme; assurances were given that they would be supported by BASC in adopting the proposed new approach.

Council agreed to the additional funds being provided for developing the software.

B.14 BASC/BDS/SR trophy scheme update

Tim Russell outlined the new arrangement between the British Deer Society and BASC partnering with Sporting Rifle in the trophy measuring scheme.

Council accepted the partnership as outlined subject to the wording of paragraph 6 of the Memorandum of Agreement (detailed in Appendix 1 to the report) being revised to address identification of the species to be covered and the measurement criteria. An appropriate form of words would be drawn up and the matter raised at the next meeting of the scheme partners.

Secretarial note: The following was added as item 3 in the Memorandum of Agreement: "The current criteria for species measurement will continue. Any changes to this will be subject to agreement by the Governance Group before implementation."

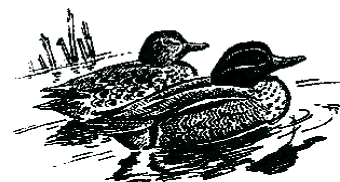
B.15 Law Commission update

Tim Russell reported orally to Council that there was a delay due to drafting being split between organisations. The document is now expected to be published by the end of July.

Tim Russell left the meeting at the end of agenda item B.15

B.16 Policy on legacies

The Director of Business Management presented her report. Council directed that legacies to which no specific conditions or directions attached should



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be put into a separate fund the application of which would be administered by the Executive and Finance committee. This fund would include the legacy that had been received in May 2015.

B.17 Codes of Practice

The Director of Communications reminded Council that code changes that did not affect their interpretation, such as changes in the law, did not have to be approved by Council. The wording of the revised Codes of Practice, which were the *Shotgun Safety in Great Britain*, the *Air Rifles Safety in England and Wales* and a code of practice for *Sporting Agents and Guides Offering Inland Goose Shooting in Scotland*, had been agreed so their presentation was primarily to secure Council's agreement to the changes in design; the codes now include definitions of "must" and "should" and "golden rules" which summarise the key code points.

Each publication displayed the logo of the Association of Chief Police Officers, a body which no longer exists; permission to use the logo of its successor, the National Police Chiefs' Council, will be sought before publication. It was noted that neither double-gunning nor loading were mentioned within the Shotgun Safety code; as double-gunning is not common practice in all parts of the country, consideration will be given as to how it and loading might best be addressed. It was also noted that the Air Rifle Safety code did not reflect the legislative changes being made in Scotland.

Council agreed to the publication of the new format of the Codes of Practice subject to grammatical errors being corrected, the provision of some additional wording where appropriate, and the changing of certain images.

B.18 Lead update

(Confidential)

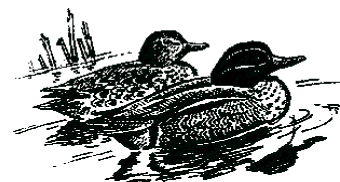
B.19 Structure update

(Confidential)

B.20 Appointment of Council Champions

The Chief Executive referred Council to his report which explains the background to the annual appointment of Champions. The following appointments were made:

Business Intelligence	-	Jono Garton
Communications (including publications)	-	John Thornley



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Conservation	-	Mike Sherman
Firearms	-	Peter Glenser
Marketing and Business Development	-	Martyn Jones
Sporting Services	-	Mike Hardy

It was noted that the champion for Marketing and Business Development would become a director of BASC Direct Limited.

C.1 Executive & Finance Committee meeting minutes – approval

Council approved the minutes of the Executive & Finance Committee meetings held on 18 March 2015 and 21 May 2015.

C.2 Gamekeeping Advisory Committee Minutes 12 March 2015

The Chairman of the Committee informed Council that an amendment was required to the recommendation pertaining to lynx. Discussions ensued which resulted in the adoption of the following policy:

“BASC does not support the applications for the reintroduction of lynx. Any application to release under licence must meet international conservation guidelines and must take account the views of people living and working in the area.”

C.3 Minutes of Annual General Meeting 13 June 2015

Council approved the minutes of the AGM held on 13 June 2015.

C.4 Chairman’s report

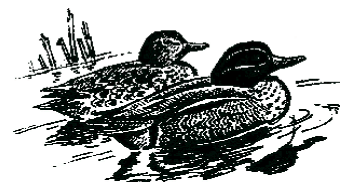
Council noted the Chairman’s report dated 28 June 2015 acknowledging the Chairman’s time and effort on liaison with the Vice-Chairman, Chief Executive and key staff throughout the period; his attendance at the CLA Summer Fair in London; discussions with politicians and leading members of the country sports organisations.

C.5 Chief Executive’s report

The Chief Executive presented his report.

C.6 Director of Communications’ report

The Director of Communications presented his report. He updated Council on BASC’s parliamentary contact programme which, now that parliament had reconvened, was going well, particularly with the SNP, and Council noted that plans



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were being put in place for a reception in Aberdeen in conjunction with the Scottish Country Sports Tourism Group.

C.7 Director of Business Management's report

(Confidential)

The Director of Business Management presented her report. Council's attention was drawn to the increase in Insurance Premium Tax announced on the previous day by the Chancellor; this would add about £40,000 per annum to BASC's insurance costs. Council approved the extra expenditure of £8,000 required to provide more security in vehicles carrying firearms.

C.8 Director of HR & Operations' report

Council accepted the Director of HR & Operations report.

Council noted the following staff appointments:

Angela Davies – Director of Business Management (mid-October start)
Alex Farrell – Game and Gamekeeping Officer
Kate Ives – Senior Business Intelligence Officer
Amanda Holroyd – Business Intelligence Officer

Council was updated in relation to those members of staff who were on long-term sick leave.

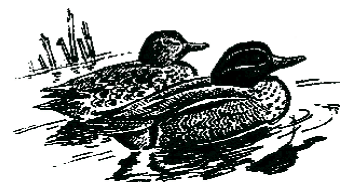
Council noted that a White Paper on ten year certificates to elucidate BASC's existing policy was being drawn up and would be presented at the All Party Group meeting on 8 September 2015 and that the official in charge of the firearms remit at the Home Office will be making a visit to BASC in early September 2015.

C.9 To consider requests for advice from Country and Advisory Committees

No matters were referred to any of the country or advisory committees.

C.10 Scottish Committee meeting minutes 4 June 2015

Council noted the minutes of the meeting held on 4 June 2015 particularly the recommendation that the Air Rifle Safety in Great Britain Code of Practice be revised to reflect the passing of the Air Weapons and Licensing (Scotland) Bill.



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C.11 N.I. Committee meeting minutes 13 May 2015

Council approved the minutes of the meeting held on 13 May 2015 and noted that the new committee Chairman was intending to reconstitute the committee and had drafted a memorandum to members that would be circulated now his appointment had been ratified; Council will receive a report at its September meeting.

D.1 Any Other Business

No other business was tabled.

D.2 Date of next meeting

The next Council meeting will take place at Marford Mill on 24 September 2015 commencing at 08.30hrs

Secretarial note: The annual Council photograph will be taken before the meeting so members will be asked to be available at 08.15hrs.

Signed:
Chairman

Date:

