

AYCLIFFE BEEKEEPERS' ASSOCIATION: CIO

(Serving the South Durham region including Newton Aycliffe, Aycliffe & Sedgfield)

1. Name & Administration

The name of the Association shall be the Aycliffe Beekeepers' Association (ABKA). Members of the Association shall be affiliated members of Durham Beekeepers' Association and the British Beekeepers' Association (BBKA). Any change to this status can only be agreed at a full General Meeting of the Association and, if passed, will require a change to the CIO. Subject to the matters set out below, the Association and its property shall be administered and managed in accordance with this CIO by the members of the Management Committee, constituted by Clause 4 of this CIO (ABKA Committee).

2. Objects and Powers

- 2.1 To unite the beekeepers of the South Durham region for their mutual benefit in order to foster the craft of beekeeping.
- 2.2 To help with the craft of beekeeping by arranging lectures and demonstrations.
- 2.3 To offer practical help to beginners and others when requested.
- 2.4 To give advice on books, literature and leaflets.
- 2.5 To help provide information in apiculture sponsored by the British Beekeepers Association.
- 2.6 To provide access to the local Honey Shows
- 2.7 To provide information from the British Beekeepers Association and other local Beekeeping Associations and to share in their activities.
- 2.8 To facilitate third party insurance cover.
- 2.9 To provide education and training to prospective beekeepers
- 2.10 To undergo research in to matters aimed at improving the preservation of the species
- 2.11 To develop individual capability, competence and understanding of apis mellifera mellifera.
- 2.12 To encourage community collaboration
- 2.13 To participate in environmental issues including the protection and improvement of fauna and in the conservation of natural habitats.

3. Membership

Membership shall be open to all persons in sympathy with the aims of the Association, who shall make application for Membership and pay the subscription, but without prejudice to the Executive Committee's right to reject any application, provided sufficient evidence is available. BBKA insurance cover, where appropriate, shall become valid

from the date the Member pays his/her subscription and has been issued with a valid receipt. The membership year shall be 1st October to 30th September.
There shall be five classes of Member:

3a. REGISTERED FULL MEMBER

Fully paid up members over the age of 18 years who will be full registered with the ABKA, Durham BKA and BBKA and receive full benefits thereof.

3b. REGISTERED PARTNER MEMBERS

Registered Partner Members are adults aged eighteen years and over residing at the same address as a Registered Full Member for whom the required Capitation Fees have been received.

3c. COUNTRY MEMBERS

Registered Country Members are adults aged eighteen years and over for whom the required Capitation Fees have been received and for whom a contact name and address have been supplied but are not active in beekeeping but nevertheless wish to support and be involved with the ABKA, Durham BKA and BBKA.

3d. FRIEND MEMBERSHIP

They are not members of BBKA and cannot vote on BBKA matters. They are not therefore covered for 3rd party insurance indemnity but they are entitled to attend all ABKA meetings and receive all newsletters published by the Association. They are also eligible to serve on the Executive Committee and vote on all other association matters.

3e. JUNIOR MEMBERS

Junior Members are individuals under the age of 18 years at the commencement of their membership and for whom the required Capitation Fees have been received and for whom a contact name and address have been supplied. Junior Membership shall cease when the Junior Member attains the age of 18 and will automatically and immediately be amended to Registered Full Membership for the remainder of that membership year, without further payment of any additional Capitation Fees in respect of that year.

4. Management

The Group shall be managed by an Executive Committee comprising the following officers: President; Chairperson*; Vice Chairperson*; Secretary*; Minutes Secretary, Treasurer*; Education and Youth Development Officer; Equipment Officer; Librarian; Newsletter Editor; Security, Disease and Spray Liaison Officer, Media Officer and Show co-ordinator. Co-opted non-executive members (up to 15). Some duties may be shared. Six members of the Executive Committee shall form a Quorum. Chairperson and Vice-Chairperson to be elected by the executive committee.

*Trustees

5. Executive Committee

5.1 The Executive committee shall act in all matters including finance. Its object will be the welfare of ABKA. It shall be responsible for the Agenda and for arranging the time and place of all Committee meetings.

5.2 Minutes of all meetings shall be distributed to all members of the executive committee, by post or e-mail, within 30 days. Copies of Minutes to be posted on the Association website.

5.3 Executive Committee members shall be elected annually by the AGM for a period of one year and shall be eligible for re-election subject to the following exceptions:

5.4 The Chairman is not expected, normally, to serve for more than three consecutive years, but in exceptional circumstances he may serve for an indeterminate period – this to be decided by the Executive Committee.

5.5 A Member (not an office bearer) may serve on the Executive Committee for a maximum of four years, being eligible for re-election after the lapse of one year.

5.6 The Executive Committee shall meet at least once a year and at any other time requested by the Chairman. It shall have the power to fill vacancies and to co-opt additional Members and to appoint special Committees or Working parties when necessary.

5.7 The AGM shall be held in September, each Member receiving 21 clear days notice along with a copy of the agenda, by post or e-mail, to transact the following business:

5.7.1 To receive and approve the Minutes of the previous AGM.

5.7.2 To receive the Chairman's report with a List of Members.

5.7.3 To receive and approve the Treasurer's Report and Accounts, duly audited, complete to August 31st, with an estimate of Income and Expenditure for the following year.

5.7.4 To elect the Officers and the Auditor for the ensuing year. The membership should be invited to apply for any committee post when the notice of the AGM is issued and advised of any vacant/interim posts. Nominations, with proposer and seconder, should be received by the secretary no later than 7 days prior to the date of the AGM. The committee reserve the right to interview members nominated for the specialist posts of Secretary and Treasurer and will only allow approved nominations to go forward for consideration by members at the AGM. The interview panel will consist of the Chairperson and at least two other members of the committee.

5.7.5 To fill vacancies on the Committee. In the case of a post becoming vacant part-way through the year the committee may (a) delay appointing a successor until the AGM or

(b) make an interim appointment in which case the whole membership should then be informed of the vacancy and invited to apply.

5.7.6 To discuss any matter which a Member may raise. Members must give 14 day's notice, in writing, of such matters to the Secretary. The committee reserve the right to defer matters raised to the next meeting if this request is not complied with.

5.8 An Annual Subscription shall be due. The amount shall be determined by the executive Committee, subject to approval by the Annual General Meeting. The full membership subscription is made up the Capitation Fee payable directly to the BBKA for each Registered Member and any other costs deemed reasonable by the executive committee.

5.9 The Annual Subscription shall become payable on October 1st each year and no later than by 31st December after being determined at each AGM.

5.10 In order to comply with the rules of privacy, confidentiality and etiquette any member who wishes to communicate en bloc with the membership via e-mail or other means are requested, in the first instance, to refer full details of the communication to the secretary. This action is intended to protect members from potentially unsuitable or inappropriate communications and to respect member's rights to privacy. This relates to both beekeeping and non-beekeeping matters.

5.11 The Executive Committee shall have the power to expel any Member who breaches the rules of the Association, or is guilty of conduct which, in the opinion of the Committee, is inconsistent with membership. The said Member shall be given 21 days notice of the allegation and an opportunity, personally or in writing, to make representations on his/her behalf prior to an Executive Committee meeting to determine the matter. The said member may be accompanied by a friend or advisor. The executive committee shall have the power to refuse an application from any individual without providing any reason. This decision is binding and cannot be challenged for a period of at least 12 months.

6. Finance

6.1 All transactions to be entered in proper books, which shall be the property of the Association. Approval must be sort from the executive committee for all expenditure, where appropriate.

6.2 All money received by the treasurer shall be paid into a bank approved by the Executive Committee, to the credit of Aycliffe Beekeepers' Association (ABKA). Invoices and other requests for payment should be given/sent to the secretary, together with an accompanying cheque (duly signed by the treasurer). The secretary shall be responsible for sending the payment to the recipient. All cheques shall be signed by the Treasurer the Chairman and Secretary.

6.3 No Member may incur any costs without first agreeing an estimate of the expenditure with the Executive Committee. Unauthorised expenditure is unlikely to be refunded.

7. Activities

The Committee shall be responsible for supervising the following activities:

- * Meetings and Lectures. Meetings and talks will take place as required.
- * Teaching Apiary. It's operation and maintenance for Beginners
- * Library. The maintenance of an up-to-date Beekeeping Library.
- * News Letter. To publish a regular Newsletter during the months of September to April and any other thought to be necessary.
- * Swarm Collection. To maintain a register of Members willing to collect swarms.
- * Equipment Discounted equipment to be supplied (see separate rule 8).

8. Equipment Provision.

- (i) A team of members will administer this for the benefit of members*. The Equipment Officer will oversee the team of approved members to be appointed at the AGM and maintain all accounts.
- (ii) Equipment will be purchased annually at the Thorne's Sales and other Suppliers as decided. Equipment will be purchased during the season as appropriate.
- (iii) Costs will be deducted as appropriate
- (iv) A mark-up will be applied to all equipment to cover costs and administration, this to be determined at the AGM each year.
- (v) ABKA members will be entitled to a 10% discount.
- (vi) Equipment will be made available to beekeepers not registered with the ABKA at full cost.
- (vii) All 'profits' will be retained by ABKA and used for the purchase of equipment for subsequent years and/or Apiary/training requirements.

* Members administering, recording and storing equipment on behalf of the association will be eligible to claim costs for time and storage as agreed at the AGM each year.

9. Extraordinary General Meeting

An Extraordinary meeting may be called at the request of any Six Members of ABKA. Their Agenda in writing duly signed by all and detailing the Propositions to be discussed, must be received by the Secretary six weeks before the date of the proposed meeting. No

other propositions may be considered at that meeting. The secretary will be responsible for advising all ordinary members of the details of this meeting giving at least 3 weeks notice

10. Dissolution

- (a) If the Committee by a simple majority decide at any time that on the grounds of expense or otherwise it is necessary or advisable to dissolve the Association they shall call a meeting of all the members who have the power to vote. Not less than 21 days notice (stating the terms of the Resolution to be proposed thereat) shall be given of such a meeting.
- (b) If such decision shall be confirmed by a simple majority of those present and voting at such meeting the Committee shall have power to dispose of any assets held by or in the name of the ABKA.
- (c) Any assets remaining after the satisfaction of any proper debts and liabilities shall be given or transferred to such other charitable institutions having objects similar to the objects of the Association as the Committee may decide.
- (d) The income and property of the Association howsoever derived shall be applied solely towards the promotion of the objectives as set forth in this constitution, and no portion thereof shall be paid or transferred directly or indirectly by way of dividend, bonus or other distribution by way of profit to the members of the association.

11. Indemnity

In the execution of the trusts hereof no member of the committee shall be liable for any loss to the property of the association arising by reason of any improper investment made in good faith (so long as he/she shall have sought professional advice before such investment) or for negligence or fraud of any agent employed by him/her or by any other member of the committee hereof in good faith (provided reasonable supervision shall have been exercised) although the employment of such agent was strictly not necessary or by reason of any mistake or omission made in good faith by any member of the committee hereof or by reason of any other matter or thing other than wilful and individual fraud, wrongdoing or wrongful omission on the part of the committee who is sought to be made liable.

11. Bee Disease Control

Members of the association who keep honeybees should register with BEEBASE, the database run by FERA.

12. Commercial Activities

Members must not use the name of the Association to promote personal and/or commercial activities outside the association. Members selling under the auspices of Association may only sell locally produced honey and bee products.

13. Altering the CIO

The CIO may be altered at the AGM or at an EGM, provided three weeks' notice of the proposed amendment had been circulated to the membership and a two thirds majority is achieved in the vote.

Dated: 1st August 2019