

SDBKA

Constitution

Selby & District Beekeepers Association



Table of Contents

1	Name.....	1
2	Objects	1
3	Affiliation.....	1
4	Membership.....	1
5	Rules & Regulations	1
6	Financial Year	2
7	Officers of the Association	2
8	The Committee	3
9	The Annual General Meeting (AGM)	3
10	Extraordinary General Meetings (EGM).....	4
11	Voting.....	4
12	Indemnity.....	5
13	Bee Disease Control	5
14	Notifiable Diseases of Honeybees.....	5
15	Commercial Activities	5
16	Data Protection	5
17	Dissolution	5
18	Expulsion	6
19	Alterations to the Constitution	6

1 Name

- 1.1** The long name of the District Association shall be **Selby & District Beekeepers Association**, referred to as 'the Association' in this document. The short name of the association will be **Selby Beekeepers**.

2 Objects

- 2.1** The objects of the Association are:
- 2.1.1 To support the membership in their pursuit of the craft of beekeeping
 - 2.1.2 To promote an awareness of the importance of honey bees and beekeeping amongst the general public
 - 2.1.3 To support school curriculums through education of school children on the value of pollination and honeybees.

3 Affiliation

- 3.1** The Association will be affiliated to the British Beekeepers Association (BBKA) and will abide by the Constitution of the BBKA and Yorkshire Beekeepers Association (YBKA).
- 3.2** 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 this constitution.

4 Membership

- 4.1** The membership subscription, to be paid annually, is due within 30 days following the AGM. After this date, membership will be deemed to have elapsed.
- 4.2** Membership categories of the Association are –
- 4.2.1 **Full Member** - members in this category will be full registered members of BBKA.
 - 4.2.2 **Partner Member** - these are members who are the partner or spouse of a Full Member of this Association and whom reside at the same address.
 - 4.2.3 **Country Member** – these are members who are not active in beekeeping but wish to support and be involved with the YBKA and BBKA.
 - 4.2.4 **Social Member** - these are members who are already affiliated to the BBKA through another YBKA district association or do not actively keep bees.
 - 4.2.5 **Junior Member** – this category is for anyone under 18 years of age.

5 Rules & Regulations

- 5.1** All members will abide by the Rules & Regulations of the Association.

- 5.2** Rules & Regulations will be determined by the committee and published on the Association website as either Rules & Regulation or Protocols.

6 Financial Year

- 6.1** The financial year will commence on 1st October.

7 Officers of the Association

The Executive officers of the Association are -

7.1 Chairman

- 7.1.1 The Chairman will be a Full Member of the Association.
- 7.1.2 Committee meetings will be called by the Chairman, and the agenda will be controlled by the Chairman.
- 7.1.3 The Chairman cannot be Secretary or Treasurer at the same time.
- 7.1.4 The Chairman is allowed a casting vote in addition to the normal vote. The Chairman may only exercise the casting vote when a vote is tied.

7.2 Vice-Chairman

- 7.2.1 The Vice-Chairman will be a Full Member of the Association.
- 7.2.2 The Vice-Chairman will stand in for the Chairman if the Chairman is not available.

7.3 Secretary

- 7.3.1 The Secretary will be a Full Member of the Association.
- 7.3.2 The Secretary will maintain minutes at the AGM and other committee meetings.
- 7.3.3 The Secretary, in conjunction with the Chairman, will prepare the agenda for committee meetings.
- 7.3.4 The Secretary will arrange the winter program of lectures.
- 7.3.5 The Secretary will communicate with the membership.

7.4 Treasurer

- 7.4.1 The Treasurer will be Full Member of the Association.
- 7.4.2 The Treasurer is responsible for maintaining the accounts of the Association.
- 7.4.3 The Treasurer will present financial reports at the AGM and committee meetings.
- 7.4.4 The Treasurer must be prepared to have the accounts examined at the AGM.
- 7.4.5 The Treasurer will ensure that the Association capitation payments are dealt with in a timely manner.

7.5 Non-Executive Committee Members

7.5.1 Four committee members will be elected each year.

7.6 Term of Office

7.6.1 Executive Officers, Non-Executive Officers and Committee Members will serve for a term of 1 year after which time they will be eligible for re-election at the Annual General Meeting of the Association.

7.6.2 The maximum term of office for an Executive Officer is ten years.

8 The Committee

8.1 A meeting of the Committee will be called by the Chairman.

8.2 The committee will meet 4 times per annum on dates to be advised by the Secretary.

8.3 The Chairman, or the Chairman's delegate, will chair all full meetings of Association and committee meetings.

8.4 The full committee will consist of the Association Chairman, Vice-Chairman, Secretary, Treasurer and the four elected committee members.

8.5 The Chairman may invite additional members of the Association to attend committee meetings.

8.6 The quorum for a committee meeting is 4 members, two of whom will be Executive Officers.

8.7 The minutes of each meeting will be recorded by the Secretary or, in the absence of the Secretary, by a nominated committee member.

8.8 Should a vote be required, all executive and non-executive members present at the meeting will be eligible to vote.

8.9 The committee will appoint, if required, additional non-executive officers such as:

8.9.1 Apiary manager

8.9.2 Equipment officer

8.9.3 Event Coordinator

8.9.4 Education Officer

8.9.5 Membership Secretary

9 The Annual General Meeting (AGM)

9.1 The AGM will be held annually on the second Wednesday in October.

9.2 The membership of the Association will be given at least six weeks' notice of the date of the AGM.

- 9.3** The quorum for the AGM will be 10 members or a quarter of the membership, whichever is the smaller.
- 9.4** The AGM will be chaired by the Association chairman.
- 9.5** The agenda will be prepared by the secretary and agreed with the chairman.
- 9.6** The formal business of the AGM will include –
 - 9.6.1 The Treasurer's report
 - 9.6.2 The Secretary's report
 - 9.6.3 Committee recommendations
 - 9.6.4 The election of executive officers and committee members
 - 9.6.5 Any other business from the membership
 - 9.6.6 Chairman's closing summary
- 9.7** Any other business raised under 9.6.5 will be carried over for discussion at the next committee meeting.
- 9.8** The committee may make a recommendation at an AGM to bestow **Honorary Life Membership** on one of its members for outstanding services to the association. An Honorary Life Member is exempt from association fees.

10 Extraordinary General Meetings (EGM)

- 10.1** An extraordinary general meeting may be called by the committee or by a petition signed by a quarter of the membership. The EGM must then be called within two months of the committee's decision or the receipt of the petition.
- 10.2** An EGM can only be called to address one or more specific issues that need to be set out in writing.
- 10.3** At least four week's notice of any EGM must be given to all members along with the details of the propositions to be discussed.
- 10.4** The quorum for an EGM will be 10 members or a quarter of the membership, whichever is the smaller.
- 10.5** The extraordinary general meeting will be chaired by the chairman of the Association.

11 Voting

- 11.1** Voting at a Committee Meeting, AGM or EGM is open to all association members in attendance.
- 11.2** In the event of a tied vote, the chairman will have the casting vote.

12 Indemnity

- 12.1** 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.

13 Bee Disease Control

- 13.1** Members of the Association who keep honeybees are expected to register with Beebase, the database run by the National Bee Unit (FERA).

14 Notifiable Diseases of Honeybees

- 14.1** Any member having a suspected outbreak of a notifiable disease (e.g. foul brood) in his or her apiary, whether the bees have been destroyed or not, shall notify the Secretary without delay, as well as informing the Regional Bee Inspector.

15 Commercial Activities

- 15.1** Members may not undertake activities outside of the association that could be deemed as being in conflict with those of the association.
- 15.2** Members must not use the name Selby & District Beekeepers Association, or its derivatives, to promote personal and/or commercial activities outside the Association.
- 15.3** Members selling products under the auspices of Selby Beekeepers may only sell locally produced honey and other hive related products.

16 Data Protection

- 16.1** The Association will comply with all aspects of the General Data Protection Regulations (GDPR) and will publish a Privacy Policy on the Association website.

17 Dissolution

- 17.1** If the committee decides that it is necessary or advisable to dissolve the Association, it shall call an extraordinary general meeting of all members of the Association giving at least 21 days notice and stating the terms of the resolution that is being proposed. The proposal to dissolve the Association must be passed by a two thirds majority of those present after which the committee will then have the power to realise the assets of the Association, after clearing any debts.
- 17.2** The balance of any assets shall be transferred to the Yorkshire Beekeepers Association (YBKA).

18 Expulsion

- 18.1** The committee shall have the power to expel from the Association any member whose conduct they consider a risk to the welfare of fellow members of the Association or to the Association as a whole.

19 Alterations to the Constitution

- 19.1** This constitution may only be altered at an 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.

Constitution Amendments History