



Minutes of Committee meeting (28th January 2021)

Held by Zoom Conference 7.00 – 8.00 pm

Present: Susanna Grunsell, Martin Winrow, Gareth Morgan, Gerald Wells, Mervyn Davies, Stephanie Greenwood, Rachel Jenkins, Mick Colquhoun, Chris Robinson, Frances Weeks, James Hitchcock, Wendy Tanner, Toby Fountain, Dan Webb.
In attendance Una Morgan for minute taking

The Chairman introduced and welcomed Wendy Tanner and Toby Fountain. The Chairman updated the committee on Robert Taylor’s current health problems which has led to him stepping down from the committee and his current work for HOC. Members all wished him well and congratulated him on his recent marriage.

Governance:		Actions
1.	Apologies: Trevor Hulme (post-meeting)	
2.	Conflicts of interest: Members to signal potential conflicts regarding agenda items – none declared.	
3.	Minutes of previous meeting of 19th November: Approved.	
4.	<p>Actions arising from meeting of 19th November 2020 (excluding those on 28th January agenda or completed): <i>Some outstanding actions on hold or not critical for action at present due to current circumstances and will be monitored and carried forward; others requiring action:</i></p> <ul style="list-style-type: none"> • <i>From September 2020:</i> Zoom review to be done after the AGM Website: Stephanie will input meeting dates • <i>From Nov 20:</i> 10 letter to Tarmac still pending 17 “Swallow Barn” Chris reported that there had been a change since the owner’s wife has died and the owner will be staying; he does want to handover the management. The plan is still for two visits a year. Chris will put an item in next newsletter 	<p>All</p> <p>Stephanie</p> <p>Martin/Chairman</p> <p>Chris</p>
5.	Toby Fountain co-opted to Committee as an Ordinary Member and Wendy Tanner co-opted to Committee as Acting Secretary	All agreed
6.	<p>Treasurer’s report: Circulated with Agenda –The latest figure is 40 members renewals still pending. Cheque signatories: currently Chairman and Treasurer and Mervyn</p>	Martin

	agreed to be the third for next 3 months. Martin will send him the forms	
Conservation:		
7.	Proposal to create an HOC presentation on farmland bird identification Item to carry forward as Mick had not been made aware of the item. Susanna will liaise with Mick before the next meeting.	Susanna
8.	HOC support for Wood Warblers on the Doward James explained the problem with increased lockdown access to the part of the Doward where there at least 5 wood warbler territories and a mountain bike track has been installed through an important breeding area for this endangered species. The Forestry Commission will not put signs up until they plan a major revamp in a few years time. The Exec will discuss and write to Kate Wollen of the Forestry Commission.	Susanna and Executive Committee
Events:		
9.	Indoor Meeting speakers 2021/22 – update: Rachel has booked the speakers as on the email attached to these minutes. She thanked all who offered suggestions. Stephanie will put details on the website. We will have contingencies if we cannot do the in person talks. Gareth suggested this was confirmed in July.	Rachel Stephanie
10.	Field meetings – update and next steps Gerald confirmed the February meeting is cancelled and probably the March one will be. No other meetings have been planned. The composition of the working group may change after the AGM	Gerald
Communication and Publicity		
11.	Update on February newsletter Congratulations to Frances for the newsletter and Mick for the photos. Once we know about the AGM, the newsletter will be sent out probably within one to two weeks with the AGM papers	Martin
Records & Publications:		
12.	Records working group – update: No current new work The entry of HOC records from 2000-2013 to BirdTrack is ongoing. Chris and Mervyn have resolved some issues and will restart after the annual report uploading. Chris has done an article on records for the newsletter.	
13.	Rarities sub-committee – update:	

	Work in progress with virtual meetings.	
14.	<p>Annual Report – update</p> <p>Mervyn reported that there are 80,000 records -a third more than ever.</p> <p>Chris is working on these and just needs the last quarter of the GBW and some from Wellington hide. Toby Fountain and Bill Gregory have been recruited as replacement writers and Mervyn hopes to hold a writers meeting by the end of February. He has got 3 review articles agreed and hopes to have it complete for distribution in October.</p>	Mervyn
The way forward		
15.	<p>Committee vacancies arising March 2021</p> <p>Martin reported that, in the short term, Mervyn and Gareth had been co-opted onto the Executive Committee in Robert’s absence and without a Secretary.</p> <p>Some offers and nominations for posts were discussed and the possibilities of not holding or postponing the AGM were considered but dismissed. Dan said that we need to sort this so we can move forward on conservation.</p> <p>It was agreed that we should hold a Zoom AGM and offer postal vote for those who are not online asking for replies a week before the meeting.</p> <p>If more offers come after Robert’s letter is published, amended papers can be sent out.</p> <p>Mervyn and Martin will sort out the nomination papers</p> <p>Gerald has agreed to be Chairman for one year subject to having Secretarial support.</p> <p>Gareth will stay as President for one year.</p> <p>Susanna is considering being Vice Chairman.</p> <p>Wendy has agreed to be Secretary for a trial period.</p> <p>Stephanie will be Field Meeting Co-ordinator.</p> <p>Rachel will continue with Indoor meetings but would like to find a successor.</p> <p>Publicity Kath Beasley will help until she returns to University but won’t join the committee; her proposals on a publicity strategy were very helpful and will be distributed with these minutes.</p> <p>Stephanie has agreed to input information on the website; Martin asked that she show him how to do this so there is not a single point of failure.</p>	Mervyn /Martin
16.	<p>Arrangement for AGM and River Wye award</p> <p>AGM arrangements dealt with as a continuation of 15.</p> <p>The Chairman and President have decided to do 2 R Wye awards this year. Each awardee is given £50 and a certificate.</p>	Martin/Susanna
Any Other Business		

17.	Website Issues Various problems were mentioned including not seeing updates and slow response time, especially when sending emails. A plan of what is wanted will need to be decided in next 4 months as the contract ends on 1 st January 2022.	Martin et al
18.	Meeting dates It was agreed that future meetings will be on the fourth Thursday of the month.	
19.	Robert's work Martin has now got access to Robert's many emails and will go through them so the next meeting agenda will include an item on the impact of Robert leaving.	Martin
Date of next Committee meeting: Thursday 25th February 2021 at 7.00pm by Zoom conference call.		

Una Morgan 30th January 2021