

Minutes of Committee Meeting held on 25th February 2021.

Held by Zoom Conference 7.00 – 9.00 pm

Present:	Susanna Grunsell, Martin Winrow, Gareth Morgan, Gerald Wells, Mervyn Davies, Stephanie Greenwood, Rachel Jenkins, Mick Colquhoun, Chris Robinson, Trevor Hulme, Wendy Tanner, Toby Fountain	
	The Chair welcomed the Committee and asked that they take a few moments to think about Robert Taylor and his dedication and commitment to the Club and how much he will be missed.	
Governance		Actions
	The membership has not been informed about Robert's death and Susanna felt this was a grave omission. It is important that they should be notified prior to the AGM. Susanna will generate a letter for Martin to circulate by e-mail. He will include a notice with the AGM ballot papers, for the 25% membership not currently accessible by e-mail. Reference will also be made in the AGM Reports	Susanna/Martin
1.	Apologies: James Hitchcock, Frances Weeks	
2.	Conflicts of Interest: Members to signal potential conflicts regarding Agenda Items. None Declared.	
3.	Minutes of previous Meeting – 28th January 2021: - The Minutes were approved with a few small formatting changes. Mervyn requested that Minutes be sent out promptly. Wendy will try to do within a week and asked that members keep her updated with progress on actions as they go along.	Wendy
4.	<p>Actions Arising from Meeting – 28th January 2021:</p> <p><i>4. Website – indoor meeting dates: Stephanie and Rachel still need to clarify a few items before they can be posted to the website. Rachel to send Stephanie contact details for speakers to ensure meeting correctly advertised. Martin to be advised of financial commitments to speakers.</i></p> <p><i>6. Cheque signatories: As the AGM is imminent Martin is going to wait and do a single form which will also remove Susanna as she steps down from the Chair. (The bank requires a copy of the AGM minutes, showing the election of officers.)</i></p> <p><i>7. Mick and Susanna have agreed that the HOC presentation on farmland birds should be put on hold for the time being.</i></p>	<p>Stephanie/Rachel</p> <p>Martin</p>

	<p>8. HOC Support for Wood Warblers – Susanna has e-mailed James for an update and she will write to Kate Wollen when this is received.</p> <p>11. Newsletter and AGM papers sent out by Jim Wilkinson and Martin Completed</p> <p>15. Committee vacancies: distribution of AGM nomination papers - imminent</p> <p>19. Review of Robert's 1500 emails - will take at least 3months after the AGM.</p>	<p>Susanna</p> <p>Martin/Mervyn</p> <p>Martin</p>
5.	<p>Treasurers Report: Report circulated – Martin advised that investment rates were low – the Committee agreed that continued investment with Shawcross was the correct strategy.</p> <p>1.The bequest from the Gardners was discussed. Martin confirmed that he has already sent a letter of thanks to the executors. He has advised them that Committee will carefully consider options over the next few months to find suitable projects and will advise them of the plans in due course. Martin stressed that the Club faces challenges going forward and this is an ideal opportunity to invest in projects which are pro-active and conservation led. This comment was welcomed by the committee.</p> <p>Membership renewals are healthy. Chris asked if he could pay for Zoom meetings as he would normal at indoor meetings and this was noted. Rachel suggested an option to pay meeting fees with annual membership – this should be possible, and Martin will put this in place. [Donations of £20 plus 2 new members (post meeting confirmation) has been received from guests to Zoom Meetings and these have had Gift Aid applied where applicable. Martin has looked into donations via Zoom but this would not fit with the charitable status of the club. Martin advised that on-going development of the website might include a facility to join online.]</p>	<p>All</p> <p>Martin</p>
13.	<p>Website (brought forward due to time limitations for Stephanie) Stephanie and Mick are working with the web developer on issues of speed and presentation. This was not authorised but will be completed. As yet they are not yielding great speed benefits. The costs will be reviewed and reported to Martin. [Martin reminded the committee that any expenditure over £100 needs approval and quotes obtained]. Mick has spent some time updating the photo gallery but work by Mick and the developer has been in conflict. Uploading photos to this particular web platform is very time consuming. Views were sought on whether a photo page is required on the website as the stats show low traffic to these pages. No clear conclusion was reached so further thought needed.</p>	<p>Stephanie/Mick</p> <p>Stephanie/All</p> <p>All</p>

	<p>The issue with banners which Mick has sent to the developer is still outstanding.</p> <p>Twitter and Facebook were also discussed. Toby advised that Twitter is the 'go to' for younger birders and this will be considered going forward.</p> <p>Martin will start a review of the Web contracts after the AGM. He will form a working group who have the skills and knowledge to take the website discussions forward. Mick has good contacts in this field and will seek advice, but the group will require to be formed from others out with the Committee. This work should be completed before the contract renewals in Jan.</p> <p>Ongoing work is important to ensure current website contract fulfils its remit.</p>	<p>Stephanie</p> <p>Martin/Toby</p> <p>Mick/Martin</p> <p>Stephanie</p>
Conservation		
6.	<p>Potential County Conservation Project 2021/22: –the Committee need to consider and put forward ideas. Wendy will act as co-ordinator.</p> <p>Chris has already re-started the Curlew Project.</p> <p>The bequest has left the Club with broader options.</p> <p>Apart from projects there are other conservation concerns:</p> <ul style="list-style-type: none"> • Rachel is keen to encourage greater engagement on broader issues of conservation throughout the county. Is there potential for regular articles in the farming press? • Should consider HOC as a platform for reporting issues where habitat is being compromised and how can we make our voices heard. There is potential for regular articles in the farming press and initiation of surveys in collaboration with landowners and biodiversity friendly management. • Conservation driven by bird records signalling a declining species. 	All
7.	<p>Wellington Hide: The hide has been badly hit by flooding and the display literature has been affected and needs replacing. The viewpoint is extremely limited due to encroaching vegetation. Tarmac will not allow work parties as it is deemed too dangerous – Trevor suggested we ask Tarmac to do this on our behalf. The hide belongs to Tarmac so we have limited options. Herefordshire Wildlife Trust have already been in contact with Tarmac but discussions floundered, and no compromise was reached. Although there are planning undertakings in place that require a new hide is provided - Tarmac ignore these and appear to be squeezing the wildlife habitat sector out.</p> <p>Mick advised the complexity of the undertakings; Tarmac have had some planning for extension turned down because of their failure to fulfil contractual obligations. The site is only under Tarmac's jurisdiction for another 15 years when the site returns to its original owners.</p>	

	<p>Trevor asked if we should seek some sort of compromise with Tarmac by way of an open hide/screen or other less expensive option. HOC need to enter some discussion with Tarmac and it was suggested that James be approached to write in his capacity as our Conservation Officer asking for assistance and reminding them that they owe us a hide as part of the planning consent. Gerald reminded that this is an outstanding issue from the November Committee meeting – Robert had agreed to draft a letter to Tarmac the content of which was advised by James.</p>	Susanna
Events		
8.	No events scheduled because of lockdown. The Club should continue with Zoom meetings if we are unable to meet but the prospects for outdoor meeting later in the summer are looking more optimistic.	Stephanie/Rachel
Communications and Publicity		
9.	<p>Publicity communications recommendations from Kate Beasley were discussed and these need to be tied in with the website. There is currently a vacancy for a publicity person.</p> <p>Toby stressed the importance of keeping the Facebook and Twitter feeds already on the website integrated and up to date, this includes Dan Webb’s blog.</p> <p>Martin advised the importance of maintaining effort after Kate Beasley’s offer of input which will be time limited and the Club will need to be certain they can continue maintenance of any introductions.</p> <p>Toby is prepared to help with this and will approach Craig Jones for assistance.</p> <p>Various social media platforms were discussed and Toby advised caution with Instagram which requires constant uploading of photos to be successful. Trevor corroborated that the Wildlife Trust had dropped Instagram as being too time consuming. Twitter seems to be the most popular among Birding circles.</p> <p>Martin expressed some concern about records of rarities on social media and Mick confirmed that he and Robert had been going to investigate this. We need a protection policy for social media.</p> <p>Martin and Toby will have discussions to start to develop a plan.</p>	Toby/Martin
Records and Publications		
10.	Rarities Report: No further comments than Agenda note.	
The Way Forward		
11.	<p>Details for the AGM:</p> <p>Martin is ready to send the ballot papers for the AGM this will be completed shortly.</p> <p>The Executive Sub-committee to discuss and formulate a plan for the smooth running of the AGM on Zoom.</p> <p>Stephanie will become Field Meeting Co-ordinator.</p> <p>There is a vacancy on the Committee for a Communication and Publicity Officer – Toby suggested Craig Jones be approached, and it was decided he should be contacted with a view to being co-opted on to the Committee to fulfil this role.</p>	Exec. Sub-Committee

12.	Outstanding Items for the new Committee – to be listed and carried forward. It was decided that the March meeting will be the Executive Sub Committee only with the first Full Committee meeting in April.	
Any other Business		
13.	Website photos – discussed earlier	
Date of Next Meeting		
	Executive Sub Committee – 25th March 2021 Next Full Committee - 22nd April 2021	

Wendy Tanner 2.3.21