

AGM Meeting Minutes

26 October 2016 – 7:00pm, BCT HQ Kennington

1. Introductions

Present: Richard Gowing (RG) (Chair), Caroline Ford (CF) (Secretary), Becky Wilson (BW) (Membership Secretary), Derek Coleman (DC) (Records Officer), Hannah Ryan-Leah (HRL), Hannah van Hesteren (HvH), Philip Briggs (PB) (Survey Coordinator), Jonathan Wright (JW) (Newsletter Editor), John Tovey (JT), Richard Bullock (RB), Helen Miller (HM).

Apologies: Alison Fure (AF) and Huma Pearce (HP) (Treasurer).

Abbreviations: BCT = Bat Conservation Trust, LBG = London Bat Group, VBRV's = Natural England Volunteer Bat Roost Visitors.

Meeting status: Quorate (at least 10% of overall membership, which is approx. 109 members)

2. Yearly Review of LBG Work and Report of Trustees (RG)

- We have had two articles published, two speakers at social events, 115 record searches performed by DG (for 95 consultants) since November 2015, on-going bat box schemes (Addington Hills (DG), Highgate Tunnels, Westerham Mines, South Norwood Lake (RG), High Elms (Ishby), Bedfont Lakes (RG and Patty Briggs), Chessington (AF and JT – thanks to the CWoA team for their support and hospitality, and Alison for leading the surveys), bat walks and events hosted by PB (many thanks to Philip for his on-going work), survey work at the London Wetland Centre by RB, JT and others, culminating in 20 years of surveys and a paper planned for publication (thanks to Richard, John and all involved), two newsletters published by JW (many thanks to Jonathan for his hard work and interesting articles that keep our members engaged), a new Facebook and Twitter manager in Jess MacCormick (many thanks to Jess for her management of social media), a new website created by BW (many thanks to Becky for her hard work and creativity in putting this together), a new bank account, and new logo (thank you to RG and Cliff Hammett LBG member).
- Training in harp trapping and ringing Nathusius' pipstrelle bats has been gratefully received from Katherine Boughey and Daniel Hargreaves, respectively. Huma aims to commence radio-tracking of Nathusius' next year.

- Jess Barker (former Membership Secretary) sadly left the group for a sunnier climate in California in February 2016. We thank her for all her hard work over the years and wish her all the best.
- We are sorry to hear the news of Jackie Webb passing a few months previous. Jackie made a great contribution to the group and we are all saddened by her loss.

3. Approval of Previous AGM Minutes from 2015

Notes regarding actions not necessarily complete for one reason or another:

- A records sub-committee spearheaded by DG to potentially share the workload was dropped due to a lack of interest.
- ACTION: Badger Trust requires donation cheque (RG).
- ACTION: BW to be sent link to Bat Atlas in order to add to new website (RG).
- ACTION: RG to put together short paragraph on Bat Atlas to add to new website.
- Majority approved minutes.

4. Accounts

- The main outgoings for the year have been for the purchase of 2x harp traps.
- £500 was donated to BCT.
- ACTION: Insure harp traps (RG).
- Hire of room for social events and talks (Brewers Inn, Wandsworth) total £80 to be paid to CF.
- ACTION: Group (RG) to reimburse CF for room hire (£80).
- Funds from the records searches are lower this year compared to last. DC commented that this might be due to an issue with some requesters not paying for their searches. RG suggested that the new account will give us better access to statements and payments can be checked regularly, with those not paying identified.
- RG – Coop are taking their time with setting up the new account (over 2 months now).
- ACTION: RG to chase Coop regarding new account.
- ACTION: those with access to new account statements to identify why funds from records searches have reduced this year.

- RB – is there a threshold amount to trigger the requirement for formal accounting? RG responded none aware of.
- RG – the group is also willing and able to fund smaller projects, so we should encourage submission of ideas.
- Majority approved accounts.

5. Election of Committee Members

- There are six trustees, three of which are the Chair, Treasurer and Secretary, all of equal weight. We are able to have a minimum of three and maximum of nine trustees. Other positions are Survey Coordinator, Records Officer, Newsletter Editor, and Membership Secretary.
- BW suggested a new position: Enquiries Officer, for which HvH expressed interest in the role.
- RG proposed HvH for the role of Enquiries Officer, RB seconded, all agreed.
- ACTION: RG to email Andy Waller to notify of changes to the handling of enquiries.
- RB proposed RG as Chair, CF seconded, all agreed.
- RG proposed CF as Secretary, DC seconded, all agreed.
- RB proposed HP as Treasurer, JT seconded, all agreed.
- Trustees 1 – all agreed RB to stand down and have a year off.
- Trustees 2 – CF proposed JT, HM seconded, all agreed.
- Trustees 3 – CF proposed BW, HM seconded, all agreed.
- BW proposed DC as Records Officer, RB seconded, all agreed.
- RG proposed JW as Newsletter Editor, CF seconded, all agreed.
- RG proposed PB as Survey Coordinator, CF seconded, all agreed.
- All agreed HRL will share membership duties with BW.
- Formal business concluded.

6. AOB

- Training (JT) – there have been a lack of NE roost visits this year, the reasons for which are still unclear, so training of VBRV's has been slow. AF and JT will be reviewing the list of volunteers

during the winter season, with a training course to take place shortly. HvH is interested in training, so JT and AF will liaise separately.

- Website (BW) – call for any more publications to be added to the new website. We only need to arrange payment to the host for the website to go live.
- ACTION: BW to send website link to committee members so they can see the changes.
- ACTION: RG to send bank details to BW to arrange payment for the website to go live.
- ACTION: BW/RG to arrange for switch and deactivate old website.
- Risk assessments (CF) – there should be a record of these for our trapping sites in somewhere that is easily accessible.
- ACTION: RG to collate RA's for both trapping sites and put these in the Yahoo group.
- Socials (CF) – do we want another speaker or Christmas social? General consensus is to have a Christmas social with a speaker included.
- ACTION: CF to arrange speaker for Christmas social.
- Logo (RG) – does everyone like the new logo? DC responded that the charity number being part of the logo is a problem. RG – solution would be to have two versions, one with and one without.
- ACTION: RG to ask Cliff to create a second logo without the charity number in it.
- ACTION: RG to circulate account details.
- Other issues raised (DC) – Jackie made her wishes clear before her passing that she didn't want her bat records being passed to GiGL. Many of her records are held with the bat group (+3000), so should we retain these or think about sharing them under our new agreement with GiGL. All replied that we wish to respect Jackie's wishes.
- ACTION: Review decision at the next AGM.
- (DC) – also appealed for records from group members.
- ACTION: group to organise spot surveys and get members involved with recording bats in areas that are particularly under-recorded.
- HRL suggested creating a leaflet that could be sent to members encouraging them to share their data after participating in bat walks.
- ACTION: BW to discuss Yahoo switch to Google at next committee meeting.

- ACTION: BW to check committee members are all on the membership list.
- Next Meeting: Committee Meeting, 23 November 2016 @ 19:00, BCT HQ.
- RG closed meeting.

London Bat Group Accounts October 2015 to October 2016

LBG Accounts 2014

Period 1st October 2015 to 30th September 2016

<u>Income</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>
Membership	597	405.5	622.5	£927.00
Donations	571.02	895.15	1137.65	£687.67
Records	3680	5250	4255	£5,545.00
Survey inc	0	0	0	£250.00
Boat ticket sales	0	0	100	
Bank interest	6.26	25.71	40.72	23.86
Total income	4854.28	6576.36	6155.87	£7,433.53
<u>Outgoings</u>				
Equipment	12213.06	190.78	£1,907.38	
Equipment repairs	0			£43.20
Meetings, Events & Social	83	50	£162.33	£120.82
Website	0	36	£108	£108.00
Boat surveys	0			£130
Insurance	500			£45
Bat Atlas Project**	0	200		
Projects	0	1550	£5,785.26	£6,862.99
Total Outgoings	12796.06	2026.78	7962.97	7310.01
 Income less expenses	 -7941.78	 4549.58	 <u>-£1,807.10</u>	 <u>£123.52</u>
 Opening bank balance	 24026.96	 19,477.38	 21,284.48	 £21,160.96
add "profit"	-7941.78	4549.58	-£1,807.10	£123.52
 Closing Balance	 16085.18	 24,026.96	 19,477.38	 £21,284.48
(as at 30/9/2016)				