

**Minutes of the Board of Directors of the Jacob Sheep Society Ltd meeting
held at 11.00am on Thursday 3rd November 2022
at the Carlton Club, London and via Zoom**

Welcome:

The chairman welcomed all those attending the meeting whether in person or via Zoom

In attendance:

John Emberton (JLE; Chairman), Janet East (JPE; Vice Chair), Jean Simmons (JS; President), Clive Richardson (CR; Field Officer), Lesley Pope (LP; Treasurer), Melanie Harper (MH; Scotland RCM), Paul Colhoun (PC; Ireland RCM), Carys Lewis (CL; Wales RCM), Claire Bentham (Northern RCM), Kay Carpenter (Central RCM), Peter Gorrington (PG; Southern RCM), Geraldine Fletcher (GF; representing Assistant Secretary), and Lisa Hutchins (LH; South West RCM) joining later.

Apologies:

Apologies were received from Lisa Hutchins although she joined the meeting later, and from Charlie Coe (Eastern RCM).

Minutes of the Council Meeting held on March 3rd 2022:

Jean Simmons proposed that the minutes were accepted as a true record of the meeting, seconded by Kay Carpenter and agreed by all present.

Matters arising:

John Emberton reported that the application through DEFRA for the UK application to be registered as a third country for Zootech purposes has been approved and Grassroots will now be able to supply UK members wishing to export live animals or genetic material to the EU with a Zootech certificate through GRS.

The subsidiary company to be formed in the Irish republic seems to have been stalled and we are not getting much assistance from the Company formation agents that we hoped to use for this. We have come to the conclusion that we need to identify a replacement formation agent to act for us.

The proposed changes to the procedure for disciplinary proceedings circulated to Board members will need to be updated in the Bye-laws following ratification at the AGM. As the changes to the Bye-laws have not been finalised to date, they will need to be completed so that they can be agreed at the next Board meeting in March 2023.

JLE said the conflicts of interest issue regarding judges, etc., as well as disciplinary procedures for the Bye-laws had not been progressed yet and a subcommittee needed to be appointed. After general discussion Clive Richardson, Kay Carpenter and John Emberton were nominated for that.

JLE said the Bye-Laws on the website were last updated on 14th July 2018, and recent updates were not included. We need to decide who is responsible for this. Peter Gorrington said that there must be a central plan for dealing with Bye-law updates.

Correspondence:

None received

Merchandise Update:

John Emberton gave an update on the merchandise situation and the Board's decision to sell off or dispose of the merchandise as agreed at the March Council meeting.

Social Media Report:

Kay Carpenter said that the JSS was using Facebook, Twitter and Instagram. There was general discussion about when and how Facebook should be used for announcements to avoid confusion. Paul Colhoun suggested using TikTok as it appeals to younger members.

There was a general discussion about marketing the breed including live-streaming at official sales as Paul Colhoun said it was important that sales are properly videoed. Carys Lewis suggested employing someone or getting someone in each region to be responsible for marketing. JLE agreed. Janet East said that we need an assessment of what is actually needed, and Paul Colhoun suggested we need a subcommittee to get this moving. Kay Carpenter, Melanie Harper, Paul Colhoun and Lesley Pope volunteered to form a committee to report back. The chairman to be kept informed.

Field Officer's Report:

Clive Richardson said that the Judges Assessment Scheme panel were up for re-appointment at the November 2021 Council meeting but this was deferred pending the election of a new Field Officer at the last AGM. The panel members are happy to stand again if approved by Council. Paul Colhoun asked why the Ireland Region doesn't have anyone on the panel. CR said the individual panel members were chosen for their experience and knowledge, not on where they lived, and having an Assessor from each region would be impractical and unnecessary. The current panel of Jean Simmons, Robert Locker, Clive Richardson, Wyn Harries and Scott Dalrymple was re-appointed.

Clive Richardson said that there was significant inconsistency across the official sales which are organised by regions on behalf of the Society with entry fees for rams varying from £5 at the Skipton sale to £17 at the Gortin sale, and total prize money varying from £135 at the Worcester sale to £958 at the Gortin sale. CR suggested that he draw up some guidelines for official sales for discussion at the March Council meeting which was agreed. Lesley Pope said that all sale entry fees and sponsorship money needed to be paid into the JSS account in future if not going directly to an auction company and all expenditure costs would be paid by the JSS. PC said that the Society will not accept Euro cheques for the Tullamore Sale, and Lesley Pope said that she would look into opening an Irish bank account which JLE had previously investigated and the cost of running the account at that time would not have been justified by the turnover. PC said that prize money is raised by sponsorship.

Clive Richardson asked that the subsidising of Tay-Sachs testing by the Society be continued for another twelve months. Agreed and passed.

Paul Colhoun asked why the Field Officer/Journal editor had used a photo from a member's Facebook page in the autumn Journal. CR said that no photographs were received from Paul to go with his Journal report and if that happens CR sources photos from FB pages as they are in the public domain.

Clive Richardson suggested that expenses should be paid to inspectors, adjudicators, writers etc. officiating at sales whether or not they buy or sell sheep as they are still undertaking work, often thankless, on behalf of the Society. Agreed and passed. CR also suggested backdating the increased expenses for this year. Agreed and passed.

Chairman's Report:

John Emberton reported that the agent appointed to action the formation of a satellite Jacob Sheep Society in the Republic of Ireland had failed to make any progress, and he would need to find a new agent.

Vice Chairman's Report:

Janet East said the guidance and key responsibilities for volunteers needed to be checked and cross checked by all Board members. JE said the Guidance for RCMs needed to be revised and comments forwarded to the Vice Chairman in advance of the March Council meeting.

Treasurer's Report:

Lesley Pope reported that she is still getting to grips with the job. She said the Society needed to revisit expenses paid to judges, inspectors, adjudicators, etc. as hotel and travel costs have risen. She said she would research hotel costs to work out a reasonable average cost for a hotel room, and the Board would need to agree the circumstances when more than one night's accommodation could be claimed for. JLE said that there needed to be guidelines for these expenses, and also suggested that the cost of one night's accommodation at the AGM should be covered for Board members. Carys Lewis said the cost of transport to the AGM should also be covered for Board members. Council will discuss this further in March. Lesley Pope said will investigate the gift aid situation for people who don't claim their expenses.

Lesley Pope reported that following an increase in Grassroots' charges to the Society, registration fees need to be looked at as it is now costing the Society money for people to register their ewe lambs. Following discussion it was agreed that ewe lamb registrations should be raised to £6 to cover costs. Agreed and passed.

Office, Grassroots and NSA update:

Lesley Pope said that she would liaise with Grassroots about sending the forms out for claiming gift aid.

John Emberton enquired what our terms of reference for Grassroots are as we need to stay on top of Grassroots costs. Grassroots contract to be checked.

Lesley Pope said that the membership pack sent to new members by Grassroots needs to be updated and re-printed as it was last updated in 2013. CR volunteered to investigate this.

Jean Simmons volunteered to take the JSS stand to the NSA event in the South West region on 9th May. She said there also needed to be a diary for the stand and transport needs to be organised. Janet East said Jean will need help at this event.

Reports from Regions (previously circulated)

Southern:

Peter Gorrington said communication routes needed to be sorted with Grassroots as he can't get the names of his members from them and asked if it was because of GDPR? Lesley Pope suggested that RCMs are signed up to GDPR so that they can have membership lists. John Emberton said he would speak to Grassroots about this.

PG said that the Jacob Sheep email was proving to be unreliable. Jean Simmons endorsed this and said that the assistant secretary was not receiving all the emails sent to secretary@jacobsheep.co.uk.

PG suggested going back to the old system when regions had a float of £100.

PG said that having a promotional tent at shows was expensive and proposed discontinuing it. Lesley Pope said Kent County Show is offering free space for breed societies.

PG asked if the Society would purchase a cup to award instead of losing money on a stand. Not agreed as buying a cup for one show would set a precedent for other shows to follow.

South West:

Lisa Hutchins said she needed promotional leaflets to give out and also some leaflet holders to go on pens at shows. Jean Simmons said we have a range of leaflets and would bring some to the SW NSA event along with some leaflet holders.

LH said members in her region are not motivated and it is very difficult to get support for events or to get committee members. There was general discussion about this problem.

LH mentioned the issue of waiting for approval for Grassroots to send out emails on behalf of the region. John Emberton said there needs to be a protocol so that RCMs know what might be expected with regard to emails sent out by Grassroots who have complained that they shouldn't have to rewrite correspondence to members. Discussion followed.

Central:

Kay Carpenter reported that planning for hosting the 2023 AGM weekend is all on track with the hotel booked and venues organised.

Worcester sale prices were down this year. KC asked about moving the sale to a Saturday instead of a Tuesday to facilitate people who are not self-employed. Suggestion approved. Discussion followed about the merits of allowing unregistered Jacobs and store lambs to be sold at sales. Suggestion approved.

Northern:

Claire Bentham said that most points she wanted to raise had already been covered including emails sent by Grassroots, sales sponsorship, prize money, and transporting the stand between regions.

Clive Richardson said the Northern Region had two oil paintings given by a former member and given as prizes, despite their unsuitability, at the Skipton sale. Sale organiser, Gavin Haworth, has suggested that they are sold at an AGM auction and the money raised used to buy salvers for the pre-sale show. Agreed and passed.

CB said she had hosted an open day in October with a judges' seminar which had gone very well.

CB said she had received a request for a flock visit by a judge from a young new member.

Ireland:

Paul Colhoun asked for JSS funding for Tullamore Show, NSA Ballymena, Southern NSBA membership, and the National Ploughing Championships where they will have a Jacob stand. Funding approved.

PC said a stand needs to be supplied for use in the Ireland region. PC to price one and liaise with the treasurer.

At his regional AGM held this week PC reported that members were in favour of having two RCMs in the Ireland region. John Emberton explained that this would require changing the Articles of Association which would require a Special Resolution passed by the Members at a General Meeting, with a 70% majority. However, it should be possible to have a deputy RCM who could attend Board meetings if the RCM was unable to attend.

Wales:

Carys Lewis said that most points had been covered.

CL asked for funding for the Royal Welsh Smallholders Show. Approved.

The Wales regional show and sale had been poor this year. She had spoken to the Farmers Guardian and got prices for advertising. John Emberton said Robert Locker deals with advertising for the sales. CL wants more advertising for Wales at a cost of £275. Clive Richardson said auctioneers are reluctant to advertise sales more than they already do because it is not cost effective whereas social media is more effective and does not cost. He said the Scottish Region produced fliers to distribute which were very effective.

CL said the Wales Region flock competition results would be announced at their Christmas dinner.

CL said some of her members had asked what the Society's financial reserves were for. Clive Richardson said it subsidised subscriptions, and that the Charity Commissioners recommend a reserve fund is maintained in ratio to annual income. Lesley Pope said that the reserves help fund the Society and without the income from reserves the Society would have returned a deficit on this year's accounts. Paul Colhoun suggested that each region could have a fund of money ringfenced.

Scotland:

Melanie Harper reported a great turnout at the Royal Highland Show.

The Scottish region had moved their sale to Carlisle which had proved very successful with on-line bidding for the first time, and sponsorship for prizes. Provisional sale date for 2023 is August 4th.

Flock Competition results given out at the AGM held on 30th October in Mary Connor's kitchen as so few attended.

MH asked if the money given to the Society by Miss Bartholomew could be used to buy a stand. Lesley Pope to investigate.

MH said that because of a lack of judges in Scotland some shows were being judged by non JSS judges. Clive Richardson said some Scottish judges had not been invited to judge anywhere and suggested sending an updated judges list to regional shows.

2024 AGM plans well underway.

AGM update:

This was covered in the Central Region report.

Any Other Business:

A new silver salver awarded in the memory of Gordon Connor for highest price at a sale won by the Trumper Family this year.

Date and Time of Next Meeting:

Thursday 2nd March at 11.00 am

The meeting concluded at 5.00 pm