

PORTSMOUTH AND DISTRICT BEEKEEPING ASSOCIATION

England & Wales · Charity number 1203495

Details

Other names PDBKA

Status Registered

Legal form CIO

Registered 2023-06-09

Register [View on the Charity Commission register](#)

Contact

Address The Skep
Bastion 3
Scott Road
Hilsea
Portsmouth
PO3 5JH

Phone 07766732085

Email membership@portsmouthbeekeepers.co.uk

Website www.portsmouthbeekeepers.co.uk

Activities

Objects: THE OBJECTS OF PDBKA ARE:• TO ADVANCE THE EDUCATION OF THE PUBLIC AND BEEKEEPERS OF THE IMPORTANCE OF BEES IN THE ENVIRONMENT AND THE CRAFT OF BEEKEEPING• TO PROMOTE AND FURTHER THE CRAFT OF BEEKEEPING WITHIN PORTSMOUTH AND THE SURROUNDING DISTRICT

Activities: The charity undertakes activities to advance the education of the public and beekeepers of the importance of bees in the environment and the craft of beekeeping, and to promote and further the craft of safe and ethical beekeeping within Portsmouth and the surrounding district.

Classification

- **How:** Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, Environment/conservation/heritage
- **Who:** The General Public/mankind

Geography

- Hampshire
- Portsmouth City

Finances

Period end	Income	Expenditure	Assets	Employees
2025-10-31	£14,768	£15,081	-	-
2024-10-31	£37,428	£34,241	-	-

Trustees

Name	Role	Appointed
Michael Cotton	Chair	2023-06-09
Andrea Smith		2023-12-01
Donia Hodgson		2023-06-09
Dr Glenys Jones		2023-06-09
Emily Evans		2023-12-01
Geoff Banks		2024-11-26
Linda Smith		2026-01-01
Peter Row		2026-01-01
Sarah Harold		2026-01-01

PORTSMOUTH AND DISTRICT BEEKEEPING ASSOCIATION

England & Wales - Charity number 1203495

Accounts



Portsmouth & District
Beekeeping Association

2025 ANNUAL REPORT



CONTENTS

ABOUT PDBKA	3	
ADMINISTRATIVE DETAILS	4	
CHARITABLE OBJECTS	6	
RECOGNISING OUR VOLUNTEERS	6	
GOVERNANCE & RESPONSIBILITIES	8	
	REPORT PERIOD ACTIVITIES	10
	FUTURE PLANS	20
	FINANCIAL REVIEW	22
	RESERVES POLICY	23
	FINANCIAL STATEMENTS	25



PDBKA

Welcome to the second annual report of Portsmouth & District Beekeeping Association (PDBKA) in its registered status as a Charitable Incorporated Organisation (CIO).

As a volunteer led organisation, we are extremely grateful to each and every member who has so generously given their time, energy and expertise to enable the organisation to undertake its activities.

This report covers the financial year of 1st November 2024 to 31st October 2025.

We hope this report provides you with insight into the activities that have been undertaken to support the charity in achieving its charitable objects over this reporting period.

ADMINISTRATIVE DETAILS



The Trustees of the Association present to you their report and financial statements for the period from incorporation up until 31st October 2025.

This report has been prepared in accordance with the special provisions relating to the Charities Act 2011, Financial Reporting Standard 102 and the SORP charity reporting requirements (2015).

Registered Address

The Skep
Bastion 3
Scott Road
Hilsea
Portsmouth
PO3 5JH

The Trustees confirm that they have had regard to the guidance issued by the Charity Commission on public benefit.

The 2025 Trustees' Annual Report was approved by the Board of Trustees on the 13th November 2025.

Registered Charity Number

1203495

Incorporated as a CIO 9 June 2023.
All funds and assets transferred from previous charity registration (1095925) on 3 June 2024,.

OUR WORK FOR PUBLIC BENEFIT



- * Portsmouth and District Beekeeping Association (PDBKA) is a charitable incorporated organisation (CIO). The CIO is governed by its constitution and subsidiary Rules.

The trustees and appointed persons are members of the association who kindly volunteer their time and expertise to the charity.

The association holds an Annual General Meeting (AGM), with annual trustee elections for terms of office of three years. The board met 13 times in the reporting period.



- * All trustees give their time freely and trustees were only remunerated for any direct and approved expenses for the purchase of items for member services, such as meeting refreshments and advance payment for collective feed purchases.

- * Trustees are required to disclose all relevant interests and register them with the board and, in accordance with PDBKA policy, withdraw from decisions when a conflict of interest arises.

OUR CHARITABLE OBJECTS

- to advance the education of the public and beekeepers of the importance of bees in the environment and the craft of beekeeping
- to promote and further the craft of beekeeping within Portsmouth and the surrounding district



RECOGNISING OUR VOLUNTEERS

The association is only able to undertake its activities due to the time and commitment provided by volunteers. Here we recognise those who have been active volunteers for the CIO during the reporting period of this report.

Trustees

During the reporting period or on 13th November 2025

Mr G Banks

Ms S Fitzgerald,

Dr G Jones,

Mr M Cotton,

Ms W Gilbert,

Ms A Smith

Ms E Evans,

Ms D Hodgson,

Appointed Persons

During the reporting period or on 13th November 2025

Apiary Managers

- Mr M Head-Rapson, Ms L Smith and Mr C Mcgaughey

Asian Hornet Team Coordinator

- Mr M Page

Bee Health Advisor

- Mr M Page

Communications Officer

- Mr G Banks

Education Coordinator

- Ms L Smith

Show Secretary

- Ms A Smith

Skep Manager

- Mr C Mcgaughey

Social Secretary

- Ms E Evans and Ms S Northeast

Swarms Coordinator

- Mr M Cotton

Website Manager

- Mr M Dombey

Librarian

- Mrs A Tilman



Wider Volunteers

We are very grateful to all the members who have also supported the association in activities including:

- Helping at shows and responding to enquiries
- Collecting swarms and acting as YLH verifiers
- Teaching on our Winter and Practical Training sessions
- Acting as a key holder, opening up and setting up our venue for member meetings
- Representing the association as HBA delegates



GOVERNANCE RESPONSIBILITIES

The Constitution and subsidiary rules detail the appointment procedures for Trustees and Appointed Persons. Our Trustees are provided with access to charity trustee training, and signposted to the Charity Commission guidance.

Our Trustees are collectively responsible for setting the PDBKA's vision and activities, ensuring these are in line with our charitable objects.

Trustees with role responsibilities and appointed persons are subsequently charged by the Trustees to manage and deliver the agreed activities which support and further the achievement of these aims and objectives.





TRUSTEE RESPONSIBILITIES

our trustees are volunteers who generously and freely give their time and expertise to our association. As charity trustees they commit to:

- Put public benefit at the forefront of any decisions and activities undertaken
- Set the strategic goals and direction of the charity in order to further or support its charitable objectives
- Comply with statutory accounting and reporting requirements
- Declare any potential Conflicts of Interest
- Abide by a Code of Conduct; giving enough time, thought and energy to the role and related training activities
- Make decisions and act in the best interest of the charity and public, ensuring assets and resources are used responsibly to support and perform the charity's purposes
- Ensure compliance with governance and legal requirements
- Act with reasonable care and skill

Keeping public benefit at the heart of all of our decisions

PDBKA ACTIVITIES

We are pleased over the next few pages to provide an overview of the activities that have been undertaken over the reporting period.

These activities support PDBKA in achieving its charitable objects.

ACTIVITY SPOTLIGHTS



The association continues to provide advice and support regarding matters of bee health and in respect to the yellow-legged hornet. Unfortunately, this year there have been a number of positive cases of European Foulbrood and Chronic Bee Paralysis detected in members' colonies. In some cases these have sadly required destruction.

BEE HEALTH & YELLOW-LEGGED HORNETS



This year we were sadly not able to participate in as many shows, due to insufficient volunteers to help arrange and run the stalls. This is a missed opportunity for members to both educate the public and support the club. We were however pleased to have been able to hold successful education focused events at Picnic on the Green in Milton, and at the HMS Collingwood Show. We also had a stall where we battled the rain at the Rowlands Castle Fair. Thank you to all who helped at these events.

AWARENESS RAISING



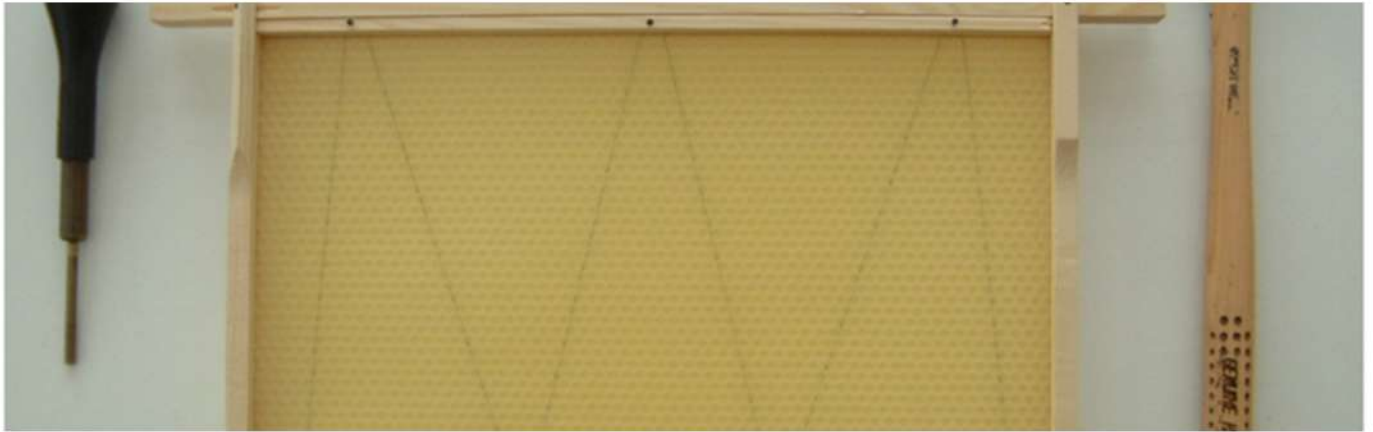
SWARM RETRIEVALS

The spring of 2025 was the start of a very warm and sunny year. The hives expanded rapidly resulting in early swarm calls, this weather continued through to the summer months resulting in the proliferation of forage earlier than previous years. No noticeable June gap was observed it was estimated from talking to other beekeepers that the season was approximately 4 weeks earlier than usual.

The number of swarm calls received were analysed to determine location and accessibility and subsequently allocated to the first responded. A high number of Bumble bee calls were made and the caller informed that we had no ability to collect and advice was given. A lot of call were made which were inaccessible due to being high up or in wall vents and cavities, and council owned buildings the callers were advised to call a specialist in this field. As the season progressed towards end of summer wasps' infestation was prolific resulting many calls, these callers were advised accordingly. In addition, the wasp proliferation resulted in many hives being overwhelmed and resulting in hive loss.



Swarm Coordinator: Mr M Cotton
2025 Swarm Collectors: Ms L Smith, Mr R Hartley,
Mr R Luke , Mr D Walter and Mr M Dombey.



RESOURCES & EQUIPMENT

PDBKA continues to make equipment available to members, with the loan of extractors continuing to be particularly busy.

Additionally, this year we have two warming blankets and two warming belts available for loan, supporting those without the space for a warming cabinet.

The Skep has continued to provide the opportunity to members of the association to be able to acquire consumables and equipment to support them to uphold good husbandry and ethical beekeeping practices.

This year we have also brought members together to collectively obtain winter fondant to support members to manage strong and healthy colonies, with excess being able to be offered to members of neighbouring associations.

PDBKA has also acquired a large amount of equipment, including frames and foundation that will be used to support both training and the association hives.





APIARIES

We have maintained out-apiaries at Whale Island and Fort Cumberland. These sites enable members without suitable sites to house colonies on a collective site.

Following the flood at the Fort Cumberland Apiary last year, the hives have been moved out of the moat and up on to the ramparts. This seems to be a good location and Historic England seem keen to have us there. There are currently eight colonies housed at the site, with two belonging to PDBKA. We are pleased to say that the site is well maintained and secure with good access via security gate.

The Whale Island Apiary remains a secure site on the naval establishment, with access being via the gated and manned entrance, with potential additional viability for members without a location for colonies.

We continue to look for a suitable location to act as the training apiary for the association.



FOSTERING COMMUNITY

Events this year were very much about giving members an opportunity to meet and mingle at the monthly meetings

By changing to a table format, we hope members had more opportunity to find out about each other and the skills they bring as beekeepers.

July saw an invitation to participate in a plant quiz where no one, whatever their knowledge went away empty handed, with additional information on bee friendly plants.

The Annual BBQ organised and arranged by Mike was also well attended by Members, and supported the fostering of a supportive community.

The social secretaries plans for 2026 are to develop further activities to promote the building of a supportive network and community, with suggestion of possible visits to local organisations that have taken a bee friendly approach and maybe a group visit to the National Honey Show



Members are encouraged to share ideas for activities to support and build our community



MEMBERSHIP REPORT

PDBKA Membership on 31st October 2025 was 155 members.

We thank Sara Fitzgerald for all her work over the years, and welcome Peter Row as the new Membership Secretary for 2026.

PDBKA is predominately funded through the collection of association subscriptions, and offers the following categories of membership:

- **Registered Member:** A full member who may intend to keep bees and is 18 years or over. Membership includes BBKA capitation, HBA capitation, BBKA magazine subscription, public and product liability insurance, bee disease insurance (BDI), all association benefits and full voting rights.
- **Junior Member:** An individual under the age of 18 whose beekeeping activities are supervised by a Registered member of PDBKA or other beekeeping association (does not include Insurance).
- **Country Member:** A member who is aged 18 years or over who does not keep bees and does not require public/product liability or bee disease insurance, but does wish to support and be involved with PDBKA. Membership includes BBKA magazine subscription, all association benefits and voting rights.
- **Associate Member:** Individuals aged 18 years or over, corporate bodies or unincorporated body who are current members of another beekeeping association and do not require public/product liability or bee disease Insurance, Hampshire Beekeeping Association (HBA) or British Beekeeping Association (BBKA) membership, but does wish to support and be involved with PDBKA.
- **Honorary Member:** Any individual, upon whom PDBKA may desire, in recognition of their services to beekeeping, to confer the honour of membership of PDBKA without an 'association subscription'.

Subscriptions

In accordance with the association's constitution, an annual 'Association (PDBKA) Subscription' is agreed by the appointed trustees in advance of the Annual General Meeting. The membership will be notified in advance of fees being due and any changes will take effect immediately having been presented at the Annual General Meeting.

For Registered (full) Members, the annual compulsory capitation fees and selected level of Bee Disease Insurance (BDI) cover will be automatically added to the agreed Association subscription and sent to the relevant parties on the members behalf. Subscriptions will run from the 1st January to the following 1st January. Payment of fees is expected to be paid during January.

Insurance

The subscription for Registered Members includes the provision of public and product liability insurance. This ensures that there is suitable protection in place for the public when purchasing pure hive products from members (honey and plain beeswax blocks/candles). Members are also regularly reminded that they are required to hold additional insurance for the giving/selling of any products where something has been added to the pure hive products (incl. beeswax wraps, lip balms, hand creams, coloured/scented candles, preserves etc.).

BDI cover for up to three colonies is included in standard Registered Member subscriptions, and this can be increased for members with additional colonies. This ensures that there is adequate cover in place should any hives/equipment need to be destroyed by the Government's National Bee Unit if European or American Foulbrood is discovered.



It is recommended to all members who keep bees that they register with the National Bee Unit. It is designed for beekeepers and supports Defra, Welsh Government and Scotland Bee Health Programmes, which focus on protecting and sustaining our valuable national bee stocks. Signing up to Bee Base as a Beekeeper will enable Beekeepers to take advantage of the free services they offer. Their fully qualified bee inspectors will check for signs of pests or diseases and will provide help and advice on good husbandry, and how to tackle any potential problems found. Access will be available to all the latest information regarding pest or disease outbreaks.

There have been price increases to the membership subscription by both BBKA and HBA for 2026.

Subscription costs for 2026 will be as follows:

REGISTERED MEMBER: £38

Made up of:

- BBKA Subs £23, PDBKA Subs £7, HBA Subs £6 and BDI Basic Insurance Premium £2

COUNTRY MEMBER: £18

Made up of:

- BBKA Subs £11 and PDBKA Subs £7

TRAINING COURSES

The association provides two core education courses a year.

The first course, our Winter Training, focused on the theory of beekeeping and was delivered over eight evenings by John Perry.



The second course enabled learners to build on the theory by gaining supervised, hands-on practical experience. This year over 50 sessions were made available, with these held across three apiaries, along with an opportunity to process honey from collected frames.

These courses promote good, ethical husbandry and provide support for those interested in or entering beekeeping, as well as those who would like to gain in confidence.

DEVELOPMENTAL LEARNING

To aid the association's object of advancing the craft of beekeeping amongst beekeepers and the wider public, we have continued to provide a programme of talks that are available for all members to attend.

In addition, emails are circulated to highlight wider opportunities to watch and attend talks and events, relevant to the advancement of the craft and the importance of bees in the environment.

Information is also shared with members via WhatsApp and Facebook.

FUTURE OUTLOOK

We will continue to support the education and awareness of safe, ethical beekeeping, and look forward to members providing more talks and demonstrations to each other, so that knowledge and experience can be shared and learnt from.

We will also look at the potential to obtain further resources to be able to support the safe and hygienic processing of hive products and disease treatments.

We will continue to raise awareness of the role of pollinators in supporting our environment and food production.

We hope that more members will volunteer to support activities over the next year, especially with the increasing risk that the yellow legged hornet continues to present to pollinators in the UK, and of the continued levels of honey fraud that sadly exists in the UK.



Report Approval

The Trustees of Portsmouth & District Beekeeping Association confirm that they have had regard to the guidance issued by the Charity Commission on public benefit.

The Trustees' Annual Report was approved by Trustees on 14th November 2024.

Confirmed on behalf of the trustees by:

A handwritten signature in black ink, appearing to read 'Michael Cotton', written over a horizontal line.

Michael Cotton
PDBKA Chair of Trustees

FINANCIAL REPORTS

We are pleased over the next few pages to provide our financial statements for the reporting period.

Financial Report

For the Reporting Year of 1st November 2024 to 31st October 2025

The association ended the year in a strong financial position a total balance of £19,852.66 including the reserve fund. We maintain the reserve contingency to ensure there are sufficient funds to enable the association to continue to operate should the income situation change.

Our main source of income for the year remains that generated through membership. Our bank account continues to be held with Cooperative Bank, as this continues to be the best value for money charity account available to us and it enables us to meet the requirements of our CIO charity status.

We continued to hold our reserve facility with NatWest bank this year, however, we have made the decision to move it to the Cooperative Bank for the next financial year to enable greater visibility of the monies. To facilitate this a transaction was made on the last day of the financial year to enable visibility within the Cooperative Bank from day one of the next financial year. The NatWest bank account will now be closed.

One new major asset was added during the year, the association purchased a projector for use at the members' meetings.

The storage and maintenance of assets continues to be a concern and therefore, this has restricted our expenditure on the acquisition of further assets that require secure, dry storage. We do, however, continue to look at options to enable us to expand our Loan Equipment facility and increase the offering to our membership, and support them to maintain and develop ethical, sustainable beekeeping practices.

The accounts will be independently audited on 22nd November, after which the approved and audited Financial Statements will be uploaded to the Charity Commission and available to both members and the public.

Reserves Policy

Reviewed and approved by trustees May 2025

PDBKA holds Reserves in order to ensure that it is able to continue to deliver its services to members and benefit to the public in the event of something unexpected happening leading to a temporary reduction in income. Holding Reserves also supports the management of risk which the charity may face and to ensure that potential liabilities can be discharged.

The Charities' Trustees have agreed that the level of reserves held by the charity should be no less than £5,500. This has been assessed to be the contingency required to meet the charities financial obligations, should a reduction in income, significant increase in expenditure or the closing of the charity occur. These funds will be unrestricted, non-designated and quickly available if required.

The Charities' Trustees hereby confirm that:

- The PDBKA Reserves Policy has been based on the Trustees' knowledge of the risks, obligations and opportunities that the organisation does or could face.
- Trustees have regularly reviewed risks and have taken appropriate mitigating action. As a result, they have a thorough understanding of the risks which may impact the Charity.
- Trustees are satisfied that the financial information with which they have been furnished has fully informed their understanding of the financial position of the organisation.
- Trustees are confident that the level of Reserves that has been determined is rational, adequate and appropriate for the Charity.
- The level of Reserves has been determined in order to provide the capacity to resolve an adverse situation before it occurs. It takes into account the current risks to the organisation and the potential impact of unforeseen events.
- Requisite consideration has been given to the impact of both over-reserving as well as the danger of under-reserving
- The Reserves Policy has been quantified to meet the working capital needs of the Charity.
- Reserves will not be utilised to fund the acquisition of fixed assets
- The Charity is totally committed to providing public benefit and the Reserves Policy embodies the sustainability of that pre-eminent objective.
- The Reserves Policy will be regularly monitored and evaluated in order to ensure that it remains appropriate and effective.

BANKING DETAILS



OUR BANKS

The trustees confirm they have had full knowledge of the charities financial activities, and have regularly reviewed and approved policies in place in respect to financial controls and reserves.

The financial statements were approved by the Board of Trustees on 13th November 2025 and independently audited on the 22nd November 2025.

NatWest Bank

National Westminster Bank
Plc 250 Bishopsgate
London
EC2M 4AA
Registered in England and
Wales No. 00929027

Co-operative Bank

The Co-operative Bank p.l.c.
1 Balloon Street
Manchester
M4 4BE
Registered in England and
Wales No. 00990937

Signed on behalf of
the trustees by:

Donia Hodgson
Honorary Treasurer

FINANCIAL STATEMENTS

■ INCOME

Collected Membership Fees (incl. PDBKA, BBKA, HBA, BDI)	4,674.05
Shows/Events	394.83
Training	1,821.67
Member Services	6,549.66
Membership Meetings	243.68
Donations	40.00
Gift Aid	956.94
Rent	30.00
Other	57.30
	14,768.13

■ EXPENDITURE

Passed On Membership Fees (incl. BBKA, HBA, BDI)	3,824.55
Shows/Events	361.04
Training	616.68
Member Services	8,042.01
Membership Meetings	1,322.48
Social Events	53.11
Rent	215.00
Rates	82.13
IT	469.14
Other	95.00
	15,081.14

FINANCIAL STATEMENTS

RECEIPTS AND PAYMENTS

		Opening Balance	Receipts	Payments	Closing Balance
Bank	Co-op	15,141.67	14,436.23	15,046.14	14,531.76
	(NatWest Reserves)	5,024.00	331.9	35.00	5320.90
					19,852.66
Cash	Member Services Float				164.35
	Member Meetings Float				9.97
					174.32
Debtors	S Northeast Member Meeting				42.00
	M Dombey IT				62.77
					104.77
Assets	Member Services				3,549.00
	Various				500.00
					4,049.00

Asset additions in Period:

- Projector
- Bucket Warming Jackets and Straps

Straight-line depreciation is applied annually to assets.

THANK YOU FOR READING



www.portsmouthbeekeepers.co.uk



Section A

Independent Examiner's Report

Report to the trustees

Charity Name
Portsmouth and District Beekeeping Association

On accounts for the year ended

31st October 2025
Charity no (if any) 1203495

Set out on pages

21-26
(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 10 25 .

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed: Margaret Burke Date: 22/11/25

Name: MARGARET BURKE

Relevant professional qualification(s) or body (if any): CHARTERED INSTITUTE OF MANAGEMENT ACCOUNTANTS

Address: [REDACTED]

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.



PORTSMOUTH AND DISTRICT BEEKEEPING ASSOCIATION

England & Wales - Charity number 1203495

Accounts



Portsmouth & District
Beekeeping Association

2024 Annual Report





Table Of Content

About PDBKA

Foreword	1
Administrative details	2
Charitable Objects	3

Recognising Our Volunteers **4**

Governance and Responsibilities	6
---------------------------------	---

Our Activities During Report Period **7**

Future Activities **20**

Financial Reports and Policies: **21**

Financial Review	22
Reserves Policy	23
Financial Statements	25

About PDBKA

Report Foreword

Welcome to the first annual report of Portsmouth & District Beekeeping Association in its registered status as a Charitable Incorporated Organisation (CIO). The association previously held registration with the Charity Commission as a standard charity, and as part of updating its constitution and governance to reflect changes in legislation, best practice, technology and environment took the decision to convert to a CIO. Following approval by the Charity Commission, a transition period occurred, culminating in the transfer of assets to the new CIO and closure of the previous charity registration. This report covers the period from CIO registration to the end of the first full financial year (October 2024). We hope that this report provides you with insight into the activities that have been undertaken to support the charity in achieving its charitable objects.



Report & Administrative Details



The Trustees of the Association present to you their report and financial statements for the period from incorporation up until 31st October 2024.

This report has been prepared in accordance with the special provisions relating to the Charities Act 2011, Financial Reporting Standard 102 and the SORP charity reporting requirements (2015).

The Trustees confirm that they have had regard to the guidance issued by the Charity Commission on public benefit.

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Registered Address

The Skep
Bastion 3
Scott Road
Hilsea
Portsmouth
PO3 5JH



Registered Charity

1203495

Incorporated as a CIO 9 June 2023
Funds and assets transferred from previous charity registration (1095925) on 3 June 2024, following accounts up to 31 October 2023 being submitted to Charity Commission and previous charity registration closed.

Our work for public benefit

Portsmouth and District Beekeeping Association (PDBKA) is a charitable incorporated organisation (CIO). The CIO is governed by its constitution and subsidiary Rules. The trustees and appointed persons are members of the association who volunteer their time and expertise to the charity.

The association holds an Annual General Meeting (AGM), with annual trustee elections for terms of office of three years.

The board met 13 times in the reporting period.

All trustees give their time freely and trustees were only remunerated for any direct and approved expenses for the purchase of items for member services, such as meeting refreshments and advance payment for collective feed purchases.

Trustees are required to disclose all relevant interests and register them with the board and, in accordance with PDBKA policy, withdraw from decisions when a conflict of interest arises.

The charitable objects of PDBKA are:

- to advance the education of the public and beekeepers of the importance of bees in the environment and the craft of beekeeping
- to promote and further the craft of beekeeping within Portsmouth and the surrounding district



Recognising Our Volunteers

The association is only able to undertake its activities due to the time and commitment provided by volunteers. Here we recognise those who have been active volunteers for the CIO during the reporting period of this report.



Trustees

- Mr M Cotton (Apt: Jun 2023)
- Ms E Evans (Apt: Jan 2024)
- Ms S Fitzgerald (Apt: Jun 2023)
- Ms W Gilbert (Apt: Jun 2023)
- Ms D Hodgson (Apt: Jun 2023)
- Dr G Jones (Apt: Jun 2023)
- Ms A Smith (Apt: Jan 2024)

Appointed Roles

Appointed for terms from 1st Jan 2024

- Apiary Managers
 - Ms J Porter (until Aug 2024), Ms L Smith and Mr C Mcgaughey
- Asian Hornet Team Coordinator
 - Mr J Wheeldon (until Feb 2024)
- Bee Health Advisor
 - Mr M Page
- Education Coordinator
 - Ms L Smith
- Show Secretary
 - Ms A Smith and Dr G Jones
- Skep Manager
 - Mr C Mcgaughey
- Social Secretary
 - Ms E Evans and Ms S Northeast
- Swarms Coordinator
 - Ms A Smith (until May 2024) and Mr M Cotton (from May 2024)
- Website Manager
 - Mr M Serban



Shows & Communications

- Ms J Rowlands, Ms E Evans,
- Ms S Northeast, Mr A Byng,
- Ms B Harding, Ms L Smith,
- Ms A Copeland, Ms M Baron,
- Ms M Dombey, Mr D Woods,
- Mr M Lilley, Ms L Turrill,
- Ms M Papanikolaou, Mr M Serban,
- Mr B Pendleton, Ms N Pendleton
- Dr G Jones, Ms J Smith,
- Mr P Cowtan, Ms A Gerrard,
- Ms S Braines, Mr D Braines,
- Mr R Mort, Mr M Stallard,
- Ms D Hodgson, Mr J Fowler,
- Ms N Gilraine, Mr R Gilraine,
- Ms W Gilbert, Mr D Nield,
- Mr R Luke, Mr C Good,
- Mr K Scholey, Ms A Smith,



Teaching & Education

- Mr D Woods, Ms L Smith,
- Mr M Cotton, Dr G Jones

Swarm Retrievals

- Ms A Smith , Ms M Dombey,
- Mr M Dombey, Mr D Woods,
- Mr R Hartley, Dr G Jones,
- Ms L Smith, Mr M Cotton,





Governance & Responsibilities

The Constitution and subsidiary rules detail the appointment procedures for Trustees and Appointed Persons. Our Trustees are provided with access to charity trustee training, and signposted to the Charity Commission guidance.

Our Trustees are collectively responsible for setting the PDBKA's vision and activities, ensuring these are in line with our charitable objects.

Trustees with role responsibilities and appointed persons are subsequently charged by the Trustees to manage and deliver the agreed activities which support and further the achievement of these aims and objectives.

Trustee Responsibilities

- To put public benefit at the forefront of any decisions and activities undertaken
- To set the strategic goals and direction of the charity in order to further or support its charitable objectives
- To comply with statutory accounting and reporting requirements
- To declare any potential Conflicts of Interest
- To abide by a Code of Conduct; giving enough time, thought and energy to the role and related training activities
- To make decisions and act in the best interest of the charity and public, ensuring assets and resources are used responsibly to support and perform the charity's purposes
- To ensure compliance with governance and legal requirements
- To act with reasonable care and skill

Keeping public benefit at the heart of all of our decisions

PDBKA


Activities

We are pleased over the next few pages to provide an overview of the activities that have been undertaken over the reporting period. These activities support PDBKA in achieving its charitable objects.






Strengthening Our Governance



As an association we recognised that there was a need to update our governance to ensure that we are compliant with changes in regulations and best practice guidance. This resulted in the association moving its charitable status to that of a Charitable Incorporated Organisation (CIO) and obtaining its own legal identity. In line with this activity, the association revised its constitution to reflect changes in society and Charity Commission requirements, and has been undertaking a programme of policy and procedure updates to ensure that the organisation is safe, effective, ethical and legally compliant in its activities.

Raising Awareness




We have attended local community shows to raise awareness of pollinators, good beekeeping practices, hive products, the threat of the yellow-legged hornet, and improve understanding around honey adulteration. We are pleased to have participated in the Portchester Gala, Rowlands Castle Village Fair, Denmead Village Show, HMS Collingwood Open Day, Stansted Garden Show, Hayling Island Horticultural Show and in Hive Aid at the Staggeringly Good Brewery in Portsmouth..

Talks have been given by Linda Smith, Mike Cotton and Wendy Gilbert on behalf of the association. These have taken place in venues including Care homes, a Horticultural Society and a Hayling Island group. All the talks were well received and appreciated.

We were delighted to be approached by artists participating in Portsmouth Street Art Festival to be the subject for their art installation on the #pasteuppompey wall. The display included fantastic artwork by One000plateaus, a 360 Bee-world video experience by Film Crew 4U and sound track by Get Dewar. This provided a great opportunity to share information and raise awareness with a wide audience.



Local Community Spaces



This year we have developed a close working relationship with the newly appointed Portsmouth Allotment officer so we have a clear vision of spaces available for beekeeping sites. As we move forward into 2025, we aim to develop the same with Havant Council for those who live in the north of Portsmouth.

Inspections have also been made of garden spaces, where members of the public would like a PDBKA member to site and care for bees on their property. Once confirmed as a suitable location, coordination with members has been facilitated to take up these offers.




Resources & Equipment



Lots of Zoom meetings are now becoming available to help beekeepers maintain and develop their knowledge. One area where there has been significant developments over the last year has been in respect to the yellow legged (asian) hornet.

Information has been passed on to members and highlighted on our social media channels of learning opportunities that have been shared with PDBKA, so as to facilitate continual learning and good practice.

PDBKA continues to make equipment available to members, with the loan of extractors having been particularly busy, positively indicating that so many members had thriving and successful colonies this year.




The Skep has continued to provide the opportunity to members of the association to be able to acquire consumables and equipment to support them to uphold good husbandry and ethical beekeeping practices.



This year we have also brought members together to collectively obtain large volumes of Yellow-Legged Hornet Traps for monitoring potential invasion within the local area, and subsequent reporting the DEFRA. Collective ordering of varroa treatments and winter fondant have also been facilitated to support members to manage strong and healthy colonies.

Apiaries


We have maintained out-apiaries at Whale Island and Fort Cumberland. These sites enable members without suitable sites to house colonies on a collective site.



Sadly, this year two of our out apiaries suffered set backs. The moat at Fort Cumberland flooded in the storm. This resulted in a number of hives being submerged or floating in the water. Quick reporting by a member with hives onsite, enabled fellow members to attend and, with the help of two pairs of fishing waders, a collective effort being undertaken to rescue as many hives and colonies as possible. The hives have subsequently been moved to a new site which will not be at risk of flooding. Unfortunately our Whale Island site experienced unexplained colony losses. This sadly also occurred at other apiary sites on the base, Despite the Apiary Managers' investigation, no definitive cause could be identified. The site will be monitored to assess if there are any mitigatable risks.

A training apiary up at the sustainability centre has also been retained and developed. This provides a venue for training new beekeepers in good and ethical practice skills.


Building a community



To nurture good communications and support, PDBKA have undertaken activities to create a community. This has included quizzes, BBQ's and facilitated refreshment breaks.




Swarm Retrievals



We ended the 2023 season with a large number of swarms having been collected and rehomed. The 2024 season saw a variety of weather conditions, which resulted in the swarm calls not being as prolific as previous years.

In the 2024 season a total of 25 calls were received, which included honey bees, hornets, and predominately bumblebees. Mike Cotton was assisted by Mark Dombey, Roy Luke, Ray Hartley and Linda Smith in collection and distribution. The swarm requirement list from members was updated to establish swarm ready hives. Swarms were allocated on a first response basis to phone calls, with it taking on average 6 calls to get a response.



When a public call was received a photo was requested to establish if it was honey bees to save wasted journeys. The collected swarm was offered to the first member who answered the call and was hive ready. For the health of the bees, to maximise survival and limit absconding, swarms were only given to those who had either passed the bee basic certificate or have 2+ years experience. When calls were for sites where collection could not occur due to inaccessibility or outside of insurance cover (e.g. cavities, soffits, roofs, height), these enquiries were referred to a professional removal company.

The 2025 season will be revised and updated to ensure fair distribution to members and limit the risk of disease spread.



Bee Health Advice

The association continues to provide members with bee health advice and support. This includes a dedicated Bee Health Advisor, who members can contact with questions regarding health and disease, with visits to the relevant colonies when needed. A number of members have taken up this service and been provided support with any diseases found.

Membership Report


PDBKA Membership on 31st October 2024 was 153 members.

PDBKA is predominately funded through the collection of association subscriptions, and offers the following categories of membership:

- **Registered Member:** A full member who may intend to keep bees and is 18 years or over. Membership includes BBKA capitation, HBA capitation, BBKA magazine subscription, public and product liability insurance, bee disease insurance (BDI), all association benefits and full voting rights.
- **Junior Member:** An individual under the age of 18 whose beekeeping activities are supervised by a Registered member of PDBKA or other beekeeping association (does not include Insurance).
- **Country Member:** A member who is aged 18 years or over who does not keep bees and does not require public/product liability or bee disease insurance, but does wish to support and be involved with PDBKA. Membership includes BBKA magazine subscription, all association benefits and voting rights.
- **Associate Member:** Individuals aged 18 years or over, corporate bodies or unincorporated body who are current members of another beekeeping association and do not require public/product liability or bee disease Insurance, Hampshire Beekeeping Association (HBA) or British Beekeeping Association (BBKA) membership, but does wish to support and be involved with PDBKA.
- **Honorary Member:** Any individual, upon whom PDBKA may desire, in recognition of their services to beekeeping, to confer the honour of membership of PDBKA without an 'association subscription'.



Subscriptions




In accordance with the association's constitution, an annual 'Association (PDBKA) Subscription' is agreed by the appointed trustees in advance of the Annual General Meeting. The membership will be notified in advance of fees being due and any changes will take effect immediately having been presented at the Annual General Meeting.

For Registered (full) Members, the annual compulsory capitation fees and selected level of Bee Disease Insurance (BDI) cover will be automatically added to the agreed Association subscription and sent to the relevant parties on the members behalf. Subscriptions will run from the 1st January to the following 1st January. Payment of fees is expected to be paid during January.



Insurance

The subscription for Registered Members includes the provision of public and product liability insurance. This ensures that there is suitable protection in place for the public when purchasing pure hive products from members (honey and plain beeswax blocks/candles). Members are also regularly reminded that they are required to hold additional insurance for the giving/selling of any products where something has been added to the pure hive products (incl. beeswax wraps, lip balms, hand creams, coloured/scented candles, preserves etc.).




BDI cover for up to three colonies is included in standard Registered Member subscriptions, and this can be increased for members with additional colonies. This ensures that there is adequate cover in place should any hives/equipment need to be destroyed by the Government's National Bee Unit if European or American Foulbrood is discovered.

Sara Fitzgerald
Membership Secretary




Education and Training Reports



The association provides two core education courses a year, the first being focused on the theory of beekeeping and the second a hands-on practical course. These promote good, ethical husbandry and provide support for those interested in or entering beekeeping, as well as those who would like to gain in confidence.


Introductory (Winter) Training Report

Twenty aspiring new beekeepers joined us for the two day refreshed Introduction to beekeeping course at Portchester Community Centre during February and March, followed by a visit to the training apiary in April.



The course has been aligned to the BBKA book "A Guide to Beekeeping", covering a suite of topics from the history of bees and their lifecycle, through to hives, swarming, diseases and pests. Each candidate received not only a full pack of the presentations, but also their own personal copy of the book to keep as a reference manual.

Many thanks to Linda Smith who supported both days helping out with refreshments and lunches, and to Glenys Jones and Mike Cotton who joined us on the last day for our meet the beekeepers session and a honey tasting.




A special thank you to John Perry, who has led this course for many years for his hard work, dedication and providing the original presentation material, which made the refresh so much easier, and finally to Glenys Jones for proof reading.


Dave Woods
Winter Course Tutor



Supervised Season (Practical) Training Report




This year we had 10 new beekeepers signed up and ready to open up hives at the end of March, but due to very wet weather we couldn't open up hives until third week into April. We were able to check the colonies at the Sustainability Centre throughout the summer, but unfortunately had to regularly re arrange our sessions due to rain. On several occasions we opened up the hives at Blendworth as well, so it was possible to have a couple of sessions within a week. In total there were 25 opportunities for any of the group to attend, this was about 75 hours worth of bee experience. Not everyone in the group could attend every meeting.



We were able to get very hands on and involved in every part of hive checks, finding and marking the queen, dealing with pests, varroa treatments, swarm control, splitting a colony, cutting out queen cells for the incubator, and the manipulation of frames, and removal of honey. (and much more) .

The group was offered an induction to the practical, early April, and also a summer roundup at my house, to go through the beekeeping year and a question and answer session in September.




I hope that the new beekeepers gained enough experience to encourage them to plan on getting bees in the near future, or that it gave already new beekeepers in the group some mentored support. I wish them the best of luck.

Linda Smith
Education Coordinator




Developmental Education Activities Report



This year we have additionally formed some group learning opportunities. These provide an opportunity for those with an interest in learning about specific aspects of the craft of beekeeping to come together to share knowledge and advance their understanding and skills together.

The first group formed is exploring the art of Queen Rearing and have been developing their knowledge and skills regarding a range of different techniques and influencing factors. This has a positive benefit, in that the long term goal is to breed strong queens that are adapted to the local environment, which will help produce strong colonies that will be in the best condition to manage both environmental challenges and the threat of predators.



Winter groups have also been formed, focusing on bee health. With these being divided into two groups to provide an opportunity for those at the beginning of their beekeeping journeys, and those who are more experienced.

Exams


This year PDBKA had 4 entries to do the Bee Basic assessment. Unfortunately one was ill and not able to attend. Two passed with credits and one did not pass.

If anyone is thinking of doing the Bee Basic assessment next year, please let me know and perhaps we can work together to support you and give you both the confidence and skills needed to do this assessment.

Linda Smith
Education Coordinator




Regular Learning & upskilling.



To aid the association's object of advancing the craft of beekeeping amongst beekeepers and the wider public, a regular programme of talks is arranged by the Honorary Secretary and are available for all members to attend. In addition emails are circulated to highlight wider opportunities to watch and attend talks and events, relevant to the advancement of the craft and the importance of bees in the environment.

This report period we have been very busy. The association hosted a variety of meetings- using Zoom hybrid meetings (especially In the cold and dark Winter months), face to face and the introduction of 'In House' meetings.

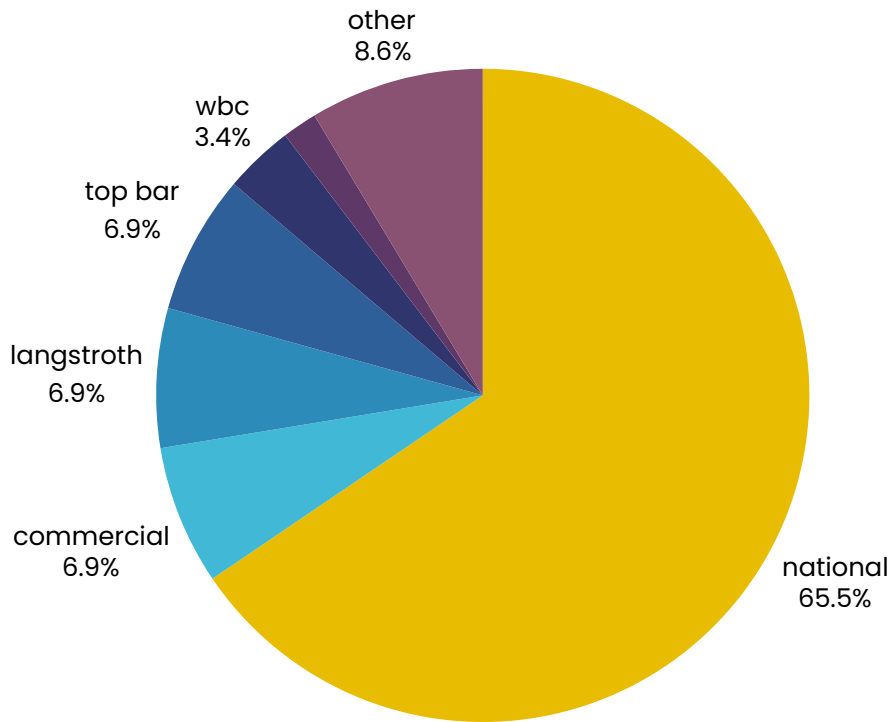
The year started with a focus on the Asian Hornet, as last year saw a huge increase in the number of reported sightings in Sussex and Kent.

- 
- January: Alan Baxter on The Asian Hornet (Hybrid)
 - February: Andy Pedley on Food Safety using Honey (Hybrid)
 - March: Peter Higgs on BeeGone live bee removal
 - April: Dave Woods & Glenys Jones on Swarming (In House)
 - May: Andy Willis on Cleaning Wax Andy's Way
 - June: Andrew Durham on Asian Hornet update (Hybrid)
 - July: Beekeepers Question Time (In House)
 - September: Jenna Dewhurst on Portsmouth Water's Environmental Update
 - October: David Sandwell on Mead Making and use of Honey with foods.

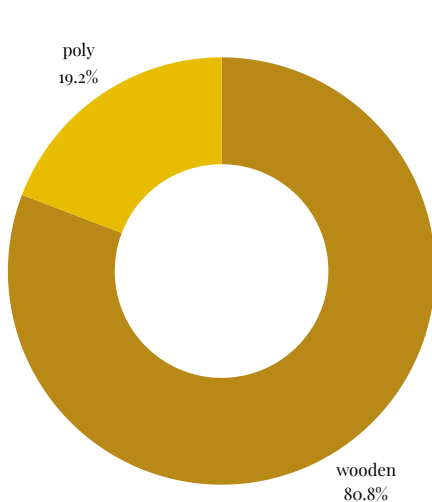
Wendy Gilbert
Honorary Secretary

2024 Survey Highlights

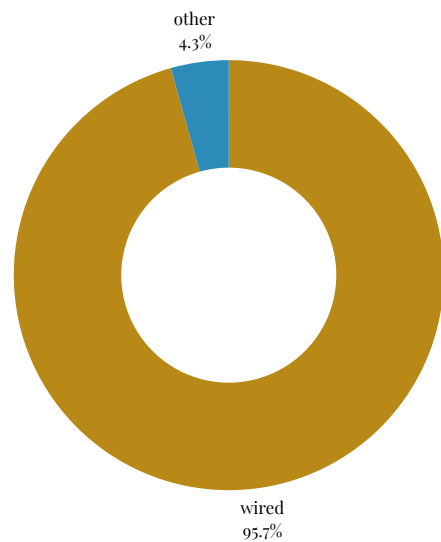
Styles of hives members use



Type of hives members use



Type of foundation members use

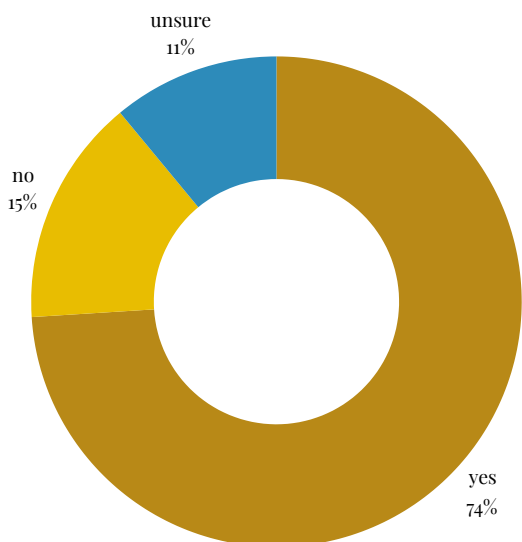
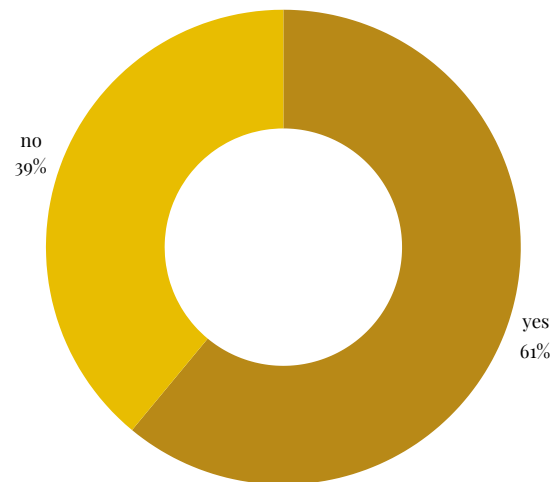




82.6%

Ranked PDBKA membership values as being $\geq 4/5$


**% reporting attendance of
Portchester Meetings**



**% Members in support of PDBKA
obtaining insurance to expand
variety of produce can be made
available of PDBKA stands to raise
awareness of hive product
versatility**



Future Plans



Members fed back details on topics they would find helpful to advance theirs and the wider communities knowledge and understanding of safe, effective and ethical beekeeping, awareness of pollinators, disease, risks and environmental factors for sustainable beekeeping.

We will use the feedback from the 2024 survey to inform activities for the year ahead.

Additionally, through the increased delivery of hybrid sessions, we have gradually realised that the sound quality needed to be improved and we are taking steps to improve this for future meetings to increase inclusivity and engagement.

We will also look at the potential to obtain further resources to be able to support the safe and hygienic processing of hive products and disease treatments.

We will continue to raise awareness of the role of pollinators in supporting our environment and food production, safe and ethical beekeeping practices, the increasing risk that the yellow legged hornet presents to pollinators in the UK, and of the continued levels of honey fraud that sadly exists in the UK.



Report Approval

The Trustees of Portsmouth & District Beekeeping Association confirm that they have had regard to the guidance issued by the Charity Commission on public benefit.

The Trustees' Annual Report was approved by Trustees on 14th November 2024.

Confirmed on behalf of the trustees by:

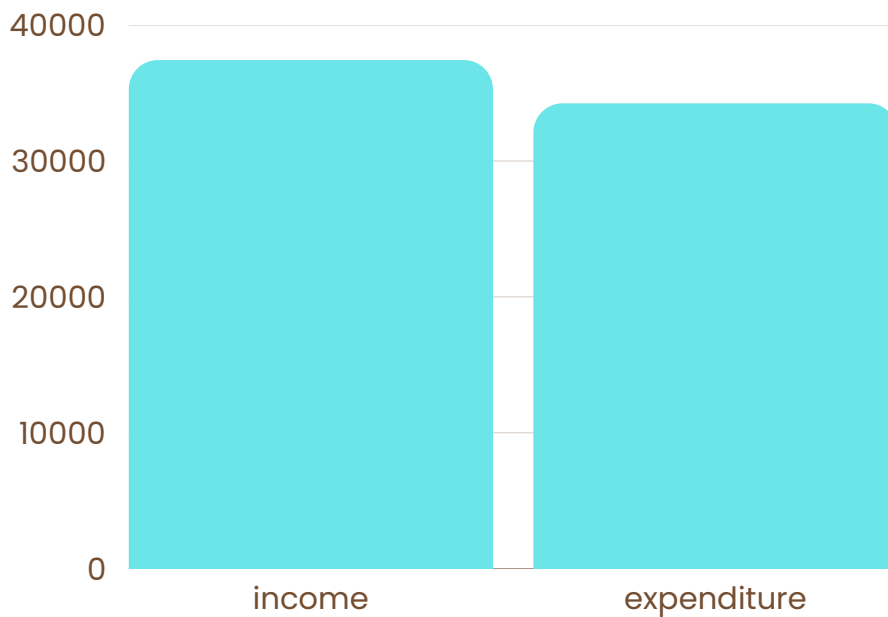


Michael Cotton
PDBKA Chair of Trustees

Financial Reports and Policies



Financial Review



The association ended the year in a strong financial position with £15,176 in the bank and £5,024 in the reserve funds. Our main source of income remains that generated through membership. The reserve funds were increased to ensure there was sufficient funds to enable the association to continue to operate should the income situation change.

During the period we have changed our bank accounts. Whilst we continue to hold our reserve facility with Nat West bank we have closed the separate Members Services and current account that we had with them. Our current account is now held with Co-operative Bank as this was the best value for money charity account available to enables us to meet the requirement of our new CIO charity status.

There have been no assets added during the year as we do not currently have the capacity to facilitate this. We are currently looking at options which will enable us to expand our Loan Equipment facility and increase the offering to our membership.

The accounts were independently audited on 6 December 2024.

Reserves Policy

Reviewed and approved by trustees on 9th May 2024



PDBKA holds Reserves in order to ensure that it is able to continue to deliver its services to members and benefit to the public in the event of something unexpected happening leading to a temporary reduction in income. Holding Reserves also supports the management of risk which the charity may face and to ensure that potential liabilities can be discharged.

The Charities' Trustees have agreed that the level of reserves held by the charity should be no less than £5,500. This has been assessed to be the contingency required to meet the charities financial obligations, should a reduction in income, significant increase in expenditure or the closing of the charity occur. These funds will be unrestricted, non-designated and quickly available if required.

The Charities' Trustees hereby confirm that:

- The PDBKA Reserves Policy has been based on the Trustees' knowledge of the risks, obligations and opportunities that the organisation does or could face.
- Trustees have regularly reviewed risks and have taken appropriate mitigating action. As a result, they have a thorough understanding of the risks which may impact the Charity.
- Trustees are satisfied that the financial information with which they have been furnished has fully informed their understanding of the financial position of the organisation.
- Trustees are confident that the level of Reserves that has been determined is rational, adequate and appropriate for the Charity.
- The level of Reserves has been determined in order to provide the capacity to resolve an adverse situation before it occurs. It takes into account the current risks to the organisation and the potential impact of unforeseen events.
- Requisite consideration has been given to the impact of both over-reserving as well as the danger of under-reserving
- The Reserves Policy has been quantified to meet the working capital needs of the Charity.
- Reserves will not be utilised to fund the acquisition of fixed assets
- The Charity is totally committed to providing public benefit and the Reserves Policy embodies the sustainability of that pre-eminent objective.
- The Reserves Policy will be regularly monitored and evaluated in order to ensure that it remains appropriate and effective.



Bankers Details

NatWest Bank

- Registered Office:
National Westminster Bank Plc
250 Bishopsgate,
London,
EC2M 4AA
- Registered in England and Wales No. 00929027

Co-operative Bank

- Registered Office:
The Co-operative Bank p.l.c.
1 Balloon Street
Manchester
M4 4BE
- Registered in England and Wales No. 00990937



The trustees confirm they have had full knowledge of the charities financial activities, and have regularly reviewed and approved policies in place in respect to financial controls and reserves.

The financial statements were approved by the Board of Trustees on 11th November 2024 and independently audited on the 6th December 2024.

Donia Hodgson
Honorary Treasurer



Financial Statements:

Income

	June-Oct 23	Nov 23 - Oct 24
Membership Fees*	£188.20	£4,975.65
Shows/Events	£3,798.11	£2,059.32
Training	-	£2,943.50
Member Services	£2,371.21	£9,754.94
Membership Meetings	£132.32	£434.08
Donations	-	£300.00
Gift Aid	£48.90	£914.50
Other	£2.99	£9,504.52
	£6,541.73	£30,886.51
	£37,428.24	

* Membership Fees include collection of members' BBKA & HBA fees, plus BDI insurance premium

Financial Statements:

Expenditure

	June-Oct 23	Nov 23 - Oct 24
Membership Fees*	£266.20	£3,844.40
Shows/Events	£3,142.00	£1,714.66
Training	£538.55	£1,168.50
Member Services	£3,342.27	£7,986.19
Membership Meetings	£440.61	£967.91
Donations	£25.00	-
Social Events	£31.72	£68.14
Rent	£160.00	£155.00
Rates	-	£70.11
IT	-	£298.80
Other	£252.51	£9,768.27

£8,198.86

£26,041.98

£34,240.84

* Membership Fees include payment of members' BBKA & HBA fees, plus BDI insurance premiums

Financial Statements:

Receipts and Payments

<u>Bank</u> Natwest	Opening Bal @ 06/06/23	Payments	Receipts	Closing Bal @ 31/10/23
Reserves	£2,500.00	-	-	£2,500.00
Member Services	£1,744.49	£3,342.27	£2,371.29	£773.51
Main	£12,768.70	£4,856.59	£4,170.52	£12,082.63
<u>Bank</u> Natwest	Opening Bal @ 1/11/23	Payments	Receipts	Closing Bal @ 31/10/24
Reserves	£2,500.00	£2,500.00	-	£0.00*
Member Services	£773.51	£2,038.74	£1,265.23	£0.00*
Main	£12,082.63	£14,532.96	£7,474.33	£5,024.00**
<u>Bank</u> Coop	Opening Bal @ 1/11/23	Payments	Receipts	Closing Bal @ 31/10/24
Main	£0.00	£6,970.28	£22,111.95	£15,141.67

* Monies transferred to Coop Bank.
** Monies ring fenced as Reserves



Financial Statements:

Receipts and Payments

Cash

Skep Float	£120.00
Candle Rolling Float	£25.00
Member Services Float	£25.85

Debtors

WG Member Meetings	£52.50
GJ Member Services	£1,282.00
Sustainability Centre Rent	£60.00
Oct Speaker	£70.00

Creditors

Gift Aid	£72.50
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Assets

Member Services	£4,302.00
Equipment	£1000.00



Section A

Independent Examiner's Report

Report to the trustees

Charity Name

PORTSMOUTH & DISTRICT BEE KEEPING ASSOCIATION

On accounts for the year ended

31st October 2024

Charity no (if any)

1203495

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/10/2024

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Margaret N

Date:

6/12/24

Name:

MARGARET BURKE

Relevant professional qualification(s) or body

CHARTERED INSTITUTE OF MANAGEMENT ACCOUNTANTS

(if any):

Address:

Section B **Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.



www.portsmouthbeekeepers.co.uk

