



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.



A row of various wooden chess pieces, including pawns, a king, and a queen, arranged on a light-colored surface against a neutral background.

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



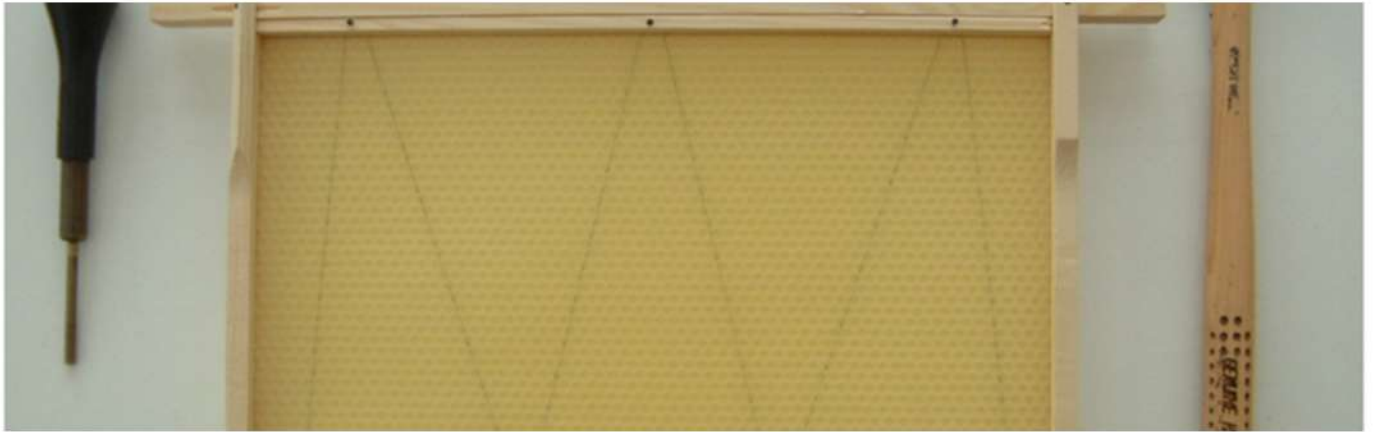
SWARM RETRIEVALS

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:

Handwritten signature of Michael Cotton.

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 ensures 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

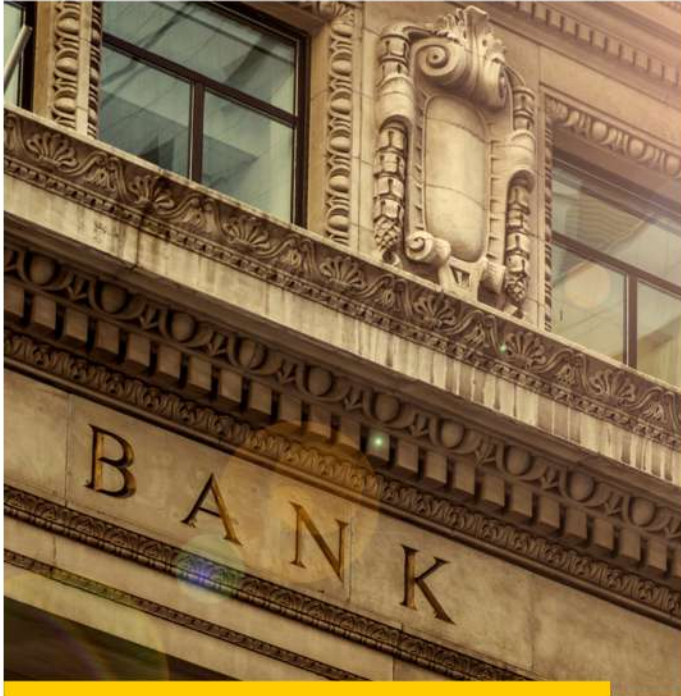
PDBKA holds Reserves in order to ensure that it is able to continue to deliver its services to members and benefit to the public in the event of something unexpected happening leading to a temporary reduction in income. Holding Reserves also supports the management of risk which the charity may face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

A handwritten signature in black ink, appearing to read 'D Hodgson', written on a yellow background.

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



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

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 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.

A large rectangular box with a thin black border, intended for handwritten disclosure. It contains a single, smooth, curved line drawn from the lower-left towards the upper-right, likely indicating that the section is to be completed or is a placeholder for text.