

## BEEKEEPING POLICY FOR PEACEHAVEN TOWN COUNCIL

The purpose of this document is to provide guidance to prospective beekeepers who wish to place bee hives within Peacehaven Town Land and Amenities. It sets out the process to follow and the actions that have to be taken prior to formal approval being given by the respective Council Officer.

### Stage 1 - Initial consideration

Any person wishing to keep bees within the Town on land or amenities, which is the responsibility of the Town Council, should first speak to the Town Manager. The Council Town Manager will issue them with a copy of this document for initial consideration and guidance.

This document should be read in conjunction with the document LO15 Dec 2011 produced by the British Beekeepers Association and provide evidence of Membership.

In order that the initial request for the positioning of a bee hive can be progressed, the suitability of the site has to be determined and agreed by both the landowner / the Town Council in the first instance, before the process can continue.

Any person wishing to keep bees must undertake to abide by any rules stipulated and must satisfy the site manager/s of their competence or that they have arranged adequate supervision, or will undertake appropriate training from the Beekeeping Association.

### Stage 2 – Consultation and management requirements

Once the site suitability has been determined in principle, it will be necessary to satisfy the requirements detailed in stage 2 in order that the proposals can be formally approved by the Council at the Leisure and Amenities Committee.

### Consulting process

All stakeholders of the site must be consulted as to their views on siting a hive on the site. This should be carried out by representatives of the Council by asking plot holders to fill in a questionnaire (or simple tick sheet). An [example](#) of which can be found at the end of this document. At least 75% of stakeholders should be in agreement.

The Council must also inform/advise those neighbouring properties directly affected, in order to satisfy themselves that those properties have no objections to the siting of bee hives on the site and to also take the opportunity to alleviate any concerns that they may have. Ideally, letters should be written providing the relevant details. If felt advantageous, a personal visit may be appropriate. Records should be kept of any replies received/concerns raised.

Provided the majority of consultees have no objections, hives can be placed on site subject to the requirements below being met. However, if any major concerns have been raised it must be considered as to how these will be addressed.

Government Allotment legislation is specific in that plot holders cannot trade on an allotment site for profit. (Small Holdings and Allotment Act 1908 Section 22), as the prime use is for an allotment holder to provide food for the immediate family. However it makes provision for limited sale of surplus produce – provided that the allotment is mainly cultivated for consumption by the plot holder and their family there is no legal constraint on selling surplus produce, and any proceeds should be reinvested in running and developing the site.

### Carry out a risk assessment

- Make sure all eventualities are covered.
- That any risks are identified
- There are actions identified to control any risks identified.
- Measures are in place to prevent bees swarming.

A person keeping bees must satisfy the site management that they have made adequate arrangements to ensure that any problems caused by their bees in their absence will be resolved, for example a nominated person that can step in the bee keeper's absence. Up to date contact details of a primary and secondary qualified and insured beekeeper should be made available on a site notice board in case of emergencies.

The Council will be responsible for ensuring the conditions are met on which bees are permitted.

The Council requires that a person wanting to keep bees will be a member of the local Beekeeping Association. Membership of a Beekeeping Association provides members with third party / public liability insurance through their affiliation to the British Beekeepers' Association. The BBKA also offers support and advice for beekeepers.

Beekeepers are advised to have a recognised qualification such as the BBKA Basic Assessment and be **reasonably competent**.

The hives must be registered and available for inspection by the Regional Bee Inspector. The prospective beekeeper must ensure that they have insurance cover. It should be considered that all allotment sites have restricted public access and unforeseen incidents can happen. It is recommended that the level of cover is £10 million public liability, and that beekeepers must provide evidence of such on an annual basis. A record should be kept on file by the Allotment Association.

### Stage 3 – Formal Approval

Once the requirements of Stage 1 and 2 have been met, the Council will confirm in writing that the plot holder/beekeeper has been granted permission to place bee hives on site.

The beekeepers, if not already, should receive a tenancy agreement if on public space or Council owned property.

Prior to bringing any bee hives onto the site, all required documentation such as insurance details, confirmation of membership to the BBK Association and evidence of required qualifications shall be given to the Council for their records.

## Stage 4 – Operational requirements

### Siting of bee hives

Bees must be carefully placed to be away from footpaths and direct thoroughfares. No more than 3 hives should be grouped together, with the exception of the land allocated at The Big Park / Centenary Park, which has been specifically created for such purpose. Do not place hives in positions from which flight paths impinge on other site users or pathways.

Arrange for hives to be sited in a remote area away from other site users.  
Limit the number of colonies in any area.

Ensure that bees are encouraged to rise in excess of 2 metres or 6 feet, on leaving the hive to ensure that the flight path is not directly over other plots. This can be achieved by the use of a fine mesh screen of a gauge of less than 10mm. In some locations, it could be appropriate to use hedging or wooden fencing.

The bees should be screened for two reasons, so not to draw attention to them and to create a barrier to ensure the bees fly upward quickly to their normal flight height.

### Handling of bees

The beekeeper should as far as they are able ensure that the strain of bees used is gentle, for example by using a queen from a docile strain.

Do not handle bees when other people are gardening in the immediate vicinity.

Do not allow the strength of colonies to increase to swarming strength in an unmanaged way.

Handling bees should be done at times when the bees are very active.

Endeavour to ensure there is someone else on site in case of emergency when handling bees.

A source of water should be easily accessible to the bees and be in place before the bees are established. Otherwise bees may congregate around taps or any open water.

When opening hives every care should be taken to ensure that it is not a busy time (i.e. busy weekend afternoons.), and that the weather conditions are favourable (not raining, windy or thundery).

Signage notification, a "Beekeeper at work" sign placed prominently while the beekeeper is working and for around half an hour after will ensure that no one walks too near unless they want to.

All swarm precautions will be taken. It must be noted that swarms do happen sometimes and may also come from other sources.

Phone numbers in case of emergencies should be clearly displayed on a notice board.

If beekeepers were happy to show any interested parties the hives then additional sets of protective clothing could be made available.

### Education

Consideration could be given to arranging an initial session/briefing for stakeholders to learn and be educated about the bees, how the beekeepers are planning to operate and advice on what to do in case of emergencies etc.

Once established, there could be further opportunities to extend the education process with the neighbouring schools, either by way of talks, site visits and honey tasting etc.

### Complaint process

Initially, any complaints from plot holders or members of the public should be directed to the site Manager for consideration and hopefully resolution. If the site manager is unable to deal with the complaint then it should be referred to the Council Town Manager and in turn the Chair of the Council.

Should it arise that several complaints are made then it may be necessary for a re-evaluation of the appropriateness of the siting of bee hives on the particular site to be undertaken.

Adopted 14<sup>th</sup> Feb 2017

To be Reviewed Feb 2019

## Sample Questionnaire A

Dear Stakeholder

**Site Address:** *(Insert name and address of site)*

A request has been received to site a small number of bee hives on the site named above. The Council have agreed in principle that this site could be suitable for such activities. However, before any final approval is granted it is a requirement that consultation with all stakeholders is undertaken in order to seek your views on the proposal.

**Proposal:** *(State what you want to do and by whom)*

**Location plan:** *(attach a plan as to where on the site you wish to locate the hives).*

**The benefits of Bee keeping:**

- This is a very old and traditional hobby.
- Bees produce honey, wax, and collect pollen.
- They provide a valuable pollinating resource for gardeners and wild plants.
- They support local food production and this adds to increasing the quality and flavour.
- Educationally: bees are social insects and, because of the way in which they can be managed in modern hives, their lifestyles can be easily studied. This gives them value in the classroom, and can encourage responsible attitudes to other creatures and the environment generally.
- In an urban environment, bees can be very productive as they are able to forage from a wide range of plants in gardens, parks etc., over a wide "flowering" period. There is an added advantage also, in that they keep to their own natural cycle, largely unaffected by humans - this independence, even in highly managed and controlled urban environment, can be quite inspirational.

**Do you agree with the proposal?** (Please tick the box below)

Yes                      No                      I require further information

Please provide any comments you wish to make:

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_