



Conditions and Procedure for Permission for Keeping Honey Bees on Stony Lane / Fiddlers Field allotment site

Allotments have had a long tradition of bee keeping and the recent decline in honey bee numbers is of national and international concern. Reepham Town Council are keen to support bee keeping and believe that honey bees play a critical role in the biodiversity of allotment sites and the wider environment.

Any tenant wishing to keep honey bees must obtain the Council's permission and are subject to the conditions detailed below. It should be noted that not every plot on every site will be in a suitable location for bee-keeping and able to provide adequate screening and distance from fellow plot holders.

CONDITIONS

Siting of Hives

- Hives will only be allowed on individual plots that are sited a suitable distance from any public road or path, or jointly used road or path within the allotment site and have been inspected and approved by an experienced beekeeper. Where hives are not allowed on the plot the Council will consider allocating a designated apiary area.
- The site should be inspected and approved by an experienced beekeeper.
- In line with British Bee Keepers Association (BBKA) guidance, hives are NOT permitted if an allotment site is adjacent to a school or live stock holdings.
- In line with BBKA guidance, the hive(s) on individual plots should be so sited that only the beekeeper can approach it or them. Bees operate on instinct, individual and shared. Hives should only be approached by a trained beekeeper.
- The plot where the hives are to be situated must have simple screening, such as is used for windbreaks of fine mesh netting, dust screening, willow, hazel or maintained hedges of a minimum 2.0 metres height to encourage the bees to fly high over neighbouring plots.
- The number of hives on the site in total will be monitored and restricted to prevent over population of any one site.
- The Town Council should be informed if the beekeeper increases the number of hives either in advance or as soon as is practical. The total may not exceed three per plot.

- If the number of hives increases due to splitting in order to control swarming, this should be a temporary arrangement if it exceeds the permitted maximum, with the number of hives reduced to the permitted maximum by at the latest by the end of summer.

The first stage prior to approval is essential to identify a suitable location which should ideally be with an open aspect and with the entrance facing South East and shelter from North Easterly wind.

Consultation

Tenants applying to keep honey bees should notify neighbouring tenants of their request to keep honey bees on their plot both verbally and by a prominently displayed notice on their plot. Such notices should be displayed for a minimum period of 28 days between April and September and 56 days between November and March, indicating that a request to keep bees had been submitted to Reepham Town Council. On receipt of the application and following the consultation period, the Council will decide at the next full council meeting whether the plot-holder will be granted permission to keep bees. The Council's decision is final.

Consent

The beekeeper owes a duty of care to:

- The public in the vicinity of the hives
- Other allotment gardeners working nearby
- Intruders (even though it is clear that their intention was to disturb the colony)

The beekeeper must display a sign on their designated apiary area, stating honey bees are located there.

The Town Council should ensure that members of the public registering for or joining an allotment with hives are notified at the earliest opportunity.

Stand-By Arrangements

The beekeeper must provide the Town Council with details (name, address, telephone number and mobile telephone number) of adequate stand-by arrangements to deal with emergencies such as swarming during any absence or unavailability of the beekeeper. These details should be clearly displayed on the plot boundary.

On no account should any person other than an experienced beekeeper try to take a swarm, whether the swarmed bees are placid or not.

Inspection

Hives will be inspected annually by an experienced beekeeper as part of the plot inspections.

Complaints

Reepham Town Council will investigate any complaints and in particular those with health and nuisance elements and in consequence may subsequently withdraw the permission via issue of 30 days notice for the removal of hives.

Insurance

The beekeeper is required to hold a current insurance policy which provides specifically for beekeeping risks and includes Public Liability Insurance cover for a minimum of five million pounds (£5,000,000). Proof of adequate insurance cover at renewal will be required each year.

We require potential beekeepers to become members of the British Beekeepers Association (BBKA) which may include such insurance cover.

The beekeeper must annually provide the Town Council with copies of the renewed insurance certificate or if a member of the BBKA, proof of their current membership and evidence that this includes the required level of insurance cover.

Training

The beekeeper must have completed the Basic Bee Keeping Course and gained the Basic Certificate. A copy of this must be provided with your application.

Sale of Honey

The beekeeper will not display notices that honey is available for sale on the allotment site or plot.

Withdrawal of Consent

Reepham Town Council may withdraw the permission at any time by giving 30 days notice to remove hives if:

- The permit holder contravenes any of the above conditions.
- The permit holder contravenes any conditions within the Allotment Tenancy Agreement.
- Substantiated information is received that requires a review of the arrangements.
- A new allotment tenant takes a nearby plot then provides medical evidence that they are allergic to honey bee stings. However, we would expect any new tenant to be made aware of the hives before they accept the tenancy of a plot and if necessary, an alternative plot offered on an alternative site that does not have bee keeping.
- Any costs resulting from withdrawal of consent shall be borne by the tenant.
- If an allotment tenant no longer keeps tenancy of an allotment plot, then he or she will no longer be permitted to keep bees anywhere on the allotment site and will be required to remove the hives before the tenancy of the plot terminates.

Diseases

The beekeeper is required to register all hives with the National Bee Unit's 'Beebase' (part of Defra). Guidance is available from their website:

<http://www.nationalbeeunit.com/>

If a beekeeper suspects their honey bees have Notifiable Brood Diseases such as AFB/EFB they should report the issue immediately to the National Bee Unit (NBU) to arrange for an inspector to assess the honey bees by contacting the

National Bee Unit
Sand Hutton, York
YO41 1LZ, UK
nbu@apha.gsi.gov.uk
0300 3030094

If diseased bees are to be disposed, advice should be taken from the NBU on appropriate disposal methods or their local beekeeping association. NBU inspectors will supervise the destruction of bees and hives in the case of American Foulbrood (AFB) and if need be for European Foulbrood (EFB), and as needed in the case of imported pests.

PROCEDURE

Step 1

Potential beekeepers must consult the local beekeeping association and prepare a site plan for their plot or designated apiary.

Step 2

Bee keepers are to secure approval from the Town Council and consult with fellow plot-holders- see **Consultation** period above.

Step 3

Potential beekeepers are required to attend a basic beekeeping course.

Step 4

Complete this application form and return to council with the out of hour's arrangements and letter of support from the association.

Agreement and Conditions for Keeping Honey Bees onallotment site

APPENDIX 1

TENANTS APPLICATION/ACCEPTANCE OF TERMS OF TENANCY

All tenants are required to sign and return the following form agreeing to the Conditional Terms of Tenancy.

I hereby accept and agree to abide by the additional Conditions of Tenancy for the keeping of honey bees. I confirm that I have agreed the location of the apiary and displayed the notice for the agreed period. I agree to adhere to all the good practice guidelines from BBKA.

Allotment Site _____

Name of tenant beekeeper: (please print) _____

Address: _____

Home Telephone: _____

Mobile: _____

Site: _____

Location of Hive _____

Date signage was displayed on site _____

Date when signage consultation period ends _____
(E.g. either 28 or 56 days)

Plot Number of tenant _____

Name of Insurer _____

Policy No _____ Policy Expiry Date _____

Agreement and Conditions for Keeping Honey Bees

EVIDENCE REQUIRED	EVIDENCE ATTACHED
Copy of bee keeping public liability insurance certificate	
BBKA Membership number and an entry in relevant yearbook or details of any local association of which you are a member.	
Evidence that tenant has attended a BBKA Basic Bee Keeping course (copy of certificate) /Experience	
Contact details of stand-by arrangements of an alternative beekeeper who can be contacted in emergency – see below	
Site Location Plan	

I provide emergency contact details of another beekeeper for stand-by arrangements.

Name _____

Home Tel: _____ Mobile: _____

Name of Insurer _____

Policy No _____

Policy Expiry Date _____

Acceptance of Terms Tenancy

All tenants are required to sign and return an application form agreeing to the Conditional Terms of Tenancy thus agreeing to provide all the above information, adhering to the terms and conditions and undertaking a probationary period of 12 months from the date below:

Signed: _____

Dated: _____

**Please return all completed application forms and evidence to:
The Town Clerk
Reepham Town Council, Town Hall, Church Street, Reepham, NR10 4JW**