Association of Deer Management Groups

ANNUAL GENERAL MEETING The Duke of Gordon Hotel, Kingussie Thursday 24 February, 2011

PRESENT:

Robert Balfour Col H F O Bewsher Finlay Clark Dick Playfair Jamie Williamson Colin MacLean James Payne **Richard Cooke** George MacDonald Ewen Macpherson Andrew Gordon **Glen Heggs** Stephen Gibbs Peter Voy James Duncan-Millar **Richard MacNicol** Peter Keyser Ron Smith **Richard Seaman** Hugh Rose Joe Mallinson Derek Kneller Rod Andean Alistair Hunter A MacDonald David Harvey Calum Proctor Alastair Riddell Victor Clements Mike Cottam Jamie Dalhousie James Adamson Robert Gordon John Morrison Lynda Campbell Mark Hirst Alex MacDonald John Cameron **Rhoderick Noble** Andrew Feilden

Dougie Langlands

Chairman Vice Chairman Secretary **Executive** Committee **Executive Committee Executive Committee** Associate Member Associate Member Associate Member Associate Member Associate Member Associate Member Black Mount/Glenelg/Monadhliaths Black Mount DMG Black Mount DMG Black Mount DMG Black Mount DMG Breadalbane DMG Breadalbane DMG Cairngorm & Strathspey DMG East Grampian DMG East Loch Ericht DMG Knoydart DMG Knovdart DMG Knovdart DMG Lochiel Estate/Knoydart DMG Lochiel Estate/Knovdart DMG Kingie Estate/Knovdart DMG Ardverikie Estate (MWAHE) Ardverikie Estate (MWAHE) Ardverikie Estate (MWAHE)

George Loudon **Kirsty Fernie** Sandy Walker Roger Millard Donald Rowantree Philip Dean Patrick Thompson Iain MacDonald Steven Brazendale Bruce Hendry Scott Bremner David Kinnear Derek Kneller Neil McKechnie lan Wright Davie Mc Gibbon Hamish Cruickshanks Vincent Brigode Martin Robb Gordon MacPherson Susan Steven Martin Girvan Willie Fraser Clive Meikle Tom Girvan Donald Fraser Mark Pattinson **Richard Curzon** Sarah Troughton .Mark Lazzeri David Allison Susan Swan Jim Payne Josh Burton Michael Ross Tom Kirsop Scott Sweeney Tom Walker lain Dingwall Emma Patterson Jason Williamson Mr Bennet John Bruce Brian Lyall Michael Wigan Angus MacKenzie Will Boyd-Wallis Neil Morrison Frank Spencer-Nairn Andrew Mackay

RTA Mamore Estate (MWAHE) RTA/Bidwells (MWAHE) RTA/ (MWAHE) Corrour Estate (MWAHE) Corrour Estate (MWAHE) Ben Alder Estate (MWAHE) Ben Alder Estate (MWAHE)

Moidart DMG

RTA/Monadhliaths DMG Culachy Estate/Monadhliaths DMG Alvie Estate/Monadhliaths DMG

North Lanarkshire DMG North Lanarkshire DMG North Lanarkshire DMG

Gaick Estate Gaick Estate Gaick/Fordie & Coull South Perthshire DMG South Ross DMG South Ross DMG Ceannacroc Estate (SRDMG) Affric and Kintail NTS (SRDMG) Glenavon/Braulen Estates (SRDMG) Tomcrasky (SRDMG) Glencannich & East Benula North (SRDMG) Lochcarron Estate (SWRDMG) Tullich Estate (SWRDMG)

West Grampian DMG

Vice Chair – West Sutherland DMG Reay Forest/Kylestrom (WSDMG)

West Sutherland DMG

Abercuiltry Estate Ardvar Estate Argyll Estates Argyll Estates Attadale Estate Auchlyne Estate Auchlyne Estate

BDS Badanloch Estate Borrobol Estate

Cairngorm National Park Authority Coulin Estate Culligran Estate Dalnessie Estate, East Sutherland

Andrew Drummond Ron Smith Colin Johnston Ian La Terriere Philip Mackenzie Roddy Mackaskill Colin Lavin William Lamont David Bain Jim Grant Michael Aldridge Thomas MacDonell Alistair H Gibson W Rosier Jimmy Irvine Lea MacNally **Robbie Rowantree** Christian Nissen Colin Farrell Glyn Robson Brian Denoon Jamie Stewart Johnny MacKenzie Gordon Shankland Ronnie Ross Barbara MacDonald Marcus Munro John Hay David Walker Smith Marv Reid **Donald Broad** Jimmy Barrie Tim Lee John Fletcher Alan Sneddon Jamie Bain Gary Ross David Allison Peter Allan Frank Law Wayne Whitcher John Forbes-Leith David Campbell Andrew Taylor Peter Fraser **Douglas MacDonald** Robbie Kernahan Eileen Stuart Linzi Seivwright Donald Fraser Ron Rose Douglas McAdam Chris Shankland Angus Cameron Murdo Maclean Tom Turnbull

Dunachton Dunira Estate Dunira Estate Dunalister Estate Farr Estate/Monadhliath FCS FCS/Mid West FCS FCS Glenbanchor Glenartney/South Perthshire DMG Glenfeshie Estate/Cairngorm DMG Glenfinnan Estate Glen Moidart Glenmazeran Estate Glenguoich Estate Gordonburgh Estate Highland Game Lochluichart Estate Lochluichart Estate Lochluichart Estate Lochluichart Estate Lochshiel Estate Lochrosque/Kinlochewe Letterewe Estate Muncrop Ltd Mullardoch Middle Inver, Sutherland Middle Inver. Sutherland Pitcastle Estate/Breadalbane Pitcastle Estate Pitcastle Estate **Reedhill Farm Reay Forest Reav Forest** Reav Forest **Reay Forest** Seafield & Strathspey Estates Seafield & Strathspey Estates Savills Scottish Government SGA Shielbridge Estate SNH SNH SNH SNH SNH SRPBA Strathconon Estate Strathconon Estate Strathconon Estate Strone Estate, Inverary & Tyndrum

John Morison	SQWV	
Deirdre Stewart		
Lorne MacNicol	Tressady Estate	
Peter Moore	Visitor	
M Loudon	Visitor	
Jean Sneddon	Bidwells	

1 Apologies for Absence

Donald Andrew Cameron Stuart Brooks Bruce Sewel Judge Stroyan Seamus MacNally Tim Atkinson Stuart Brooks Angus MacPherson Hamish McCorquodale Duncan Howard Heather Gow Charles Thompson Alasdair Douglas Richard Bilborough Gillian Pattinson Jane MacLay Bill Whyte Ken Bowlt

Executive Committee Executive Committee FCS Boreland Gairloch Conservation Unit Islav DMG JMT Laggan Mid West Associate of Highland Estates Chairman North Lanarkshire DMG North West Sutherland DMG Farley Estate (SRDMG) Glencarron Estate (SRDMG) Farley Estate (SRDMG) Lochcarron Estate (SWRDMG) Gruinard (WRDMG) Gruinard (WRDMG) West Ross DMG

2 Minutes of AGM on 20 April 2010 and Matters Arising

The minutes of the AGM meeting of 20 April 2010 were accepted as a true record of the meeting. These were signed by the Chairman on the proposal of Andrew Gordon and seconded by George MacDonald. There were no matters arising which would not be covered later in the meeting.

3 Chairman's Statement

DCS/SNH Merger

The Merger took place in August 2010. Robbie Kernahan is in charge of the Wildlife Operations Unit. The Chairman reported that a Deer Panel had been appointed to assist with all deer related matters. The Deer Panel consists of Richard Cooke, Dalhousie Estates and ADMG, John Bruce of the BDS, and Pete Mayhew of RSPB and Nial Rowantree of Ardnamurchan Estate.

Wildlife and Natural Environment Bill

The Chairman reported that the closing date for Stage 2 amendments would be 24 February 2011. He also reported that he was content that The Scottish Government had listened to ADMG's responses in relation to the voluntary principle. Robert Balfour however stated that in relation to voluntary Deer Management, the Scottish Government has made it clear that they would be keeping a close eye on the success of the voluntary system and therefore the industry "must get it's act together." The Chairman stated that The Scottish Government has allowed the industry to deliver on Competence by April 2014 when the subject will be re-visited. Finally, he reported the close seasons will not be altered within the current proposed legislation. The Chairman informed the group that Roseanna Cunningham was unfortunately unable to attend the meeting today, however ADMG were going to write to her and thank her for her

attention to all the information put forward by the Deer Sector. The Chairman informed the group that the Stage 3 debate would take place on the 2 March.

Robert Balfour also reported that Stuart Brooks the Chief Executive of the John Muir Trust has joined the ADMG Executive committee and would represent LINK and other Nature Conservation Organisations.

Forestry Commission Scotland

The Chairman reported that the successful conclusion of a protocol between FCS and ADMG to deal with break ins to forest blocks The Chairman stressed that if anyone had a live issue with FCS then they should contact FCS, as it is important that any differences are reconciled. It is hoped the FCS protocol would deliver a mechanism to ensure solutions.

The Chairman reported that FCS has committed £28,800 to the deer section for the next three years. The contributions will be flat rate for three years and split as follows:-

- 1. £13,000 SQWV
- 2. £5,000 Scottish Venison Partnership
- 3. £10,800 Subscriptions

Robert Balfour stated that like many other organisations the FCS are facing financial constraints and to have this sum fixed for three years was a bonus and he thanked FCS on behalf of ADMG.

Scottish Venison Partnership

Robert Balfour thanked Stephen Gibbs for organising all the venison events throughout the year and reported that there was now a shortage of venison in the UK. Demand outstripped supply and Robert Balfour congratulated the group for raising the profile of Scottish Venison.

Stalking Benchmarking Survey

The chairman reported that Scotland had the best stalking in the world and it was a concern that it was not being marketed properly. He asked everyone to complete the survey.

Chairmanship

The Chairman announced that he was stepping down from his position within the ADMG as he has held the post for six years and feels it is now time to hand it over to someone else once the WANE Bill becomes an Act.

He reported that when he started with the ADMG DMG's did not function well and DCS were in charge of all deer related issues. In the last six years the WANE Bill has been developed, there are increased expectations on people who shoot deer, Quality Assurance has been introduced and deer now fall within a Wildlife Operations Unit within SNH. A great many changes had taken place and ADMG had been instrumental in many of them. Equally as many challenges lay ahead.

The Chairman thanked his Executive Committee for all their support during the past six years.

4 Chairman and Executive Committee Elections

The chairman proposed Richard Cooke as the new Chair. The Chairman explained that Richard Cooke was the Secretary up until 4 years ago and is now on the deer panel. The proposal was seconded by Stephen Gibbs.

Incoming Chairman's Statement

Richard Cooke thanked the group for electing him as the new Chair. He thanked Robert Balfour for all his work with the WANE Bill and seeing it through to an Act. He stated that ADMG had a lot of work to do in the future and the first major challenge lay in the development of Code of Practice on Deer Management. Richard Cooke stated that he wished to focus on the increasing number of roe deer in the urban areas and South of Scotland and ensure ADMG serve all deer managers and species of deer. He would seek to review ADMG Constitution to affect the work of ADMG today. He reiterated that change was an opportunity and not a threat.

Executive Committee Elections

Robert Balfour proposed all area representatives are re-elected. This was seconded by Jamie Williamson.

ADMG EXECUTIVE COMMITTEE MEMBERS

NAME Richard Cooke (Chairman) Col H F O Bewsher (Vice	AREA	Elected 2011
Chairman) Finlay Clark Secretary		2010 2011
Jim G Payne Esq	Area 1	2011
Ewen MacPherson Esq	Area 2	2010
Jamie D Williamson Esq	Area 3	2011
Andrew D Gordon Esq	Area 4	2010
Keith Falconer Esq	Area 5	2011
James Duncan Millar Esq	Area 6	2010
Glen W Heggs Esq	Area 7	2011
Col H F O Bewsher	Area 8	2010
DEPUTIES		
NAME	AREA	
Richard MacNicoll Esq	Area 1	2011
Jimmie Ruggles-Brise Esq	Area 2	2010
Ian MacKinlay	Area 3	2011
David J Greer Esq (vacant in 2008)	Area 4	2010
Finlay Clark	Area 5	2011
Alistair Riddell (Roger Whewell	Area C	2010
2008) Maitland Pankin Esg	Area 6 Area 7	2010 2011
Maitland Rankin Esq Jim Corbett Esq	Area 7 Area 8	2011
JIII COIDEII ESQ	Alea o	2010
Area 1 - Caithness & Sutherland		

- Area 1 Calthness & Sutherland
- Area 3 Monadhliaths
- Area 4 Cairngorms & Grampians

Area 5 - West Inverness

Area 6 - South Perthshire

Area 7 - South Scotland

Area 8 - The Islands

Co-opted Members

Leo Barclay Esq Richard Cook Esq Prof Steven Albon Dick Playfair Esq Miss Sarah Holman Bruce Sewell Esq George MacDonald Esq Stephen Gibbs Esq Peter Voy Esq Colin MacLean Esq Donald Cameron, Yr of Lochiel Stuart Brookes Esq Robert Balfour (Venison) (CSTG) (Scientific Adviser) (PR Adviser) (English Representative) (Forestry Commission) SGA Scottish Quality Wild Venison Advisor/Venison Working Group North Scotland Best Practice Political Adviser Conservation Managers Moorland Forum/Access Forum

Audited Accounts

Financial Report

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Finlay Clark directed the group to the audited accounts for 2009/2010. He reported that the Associate Membership had doubled since 2009. He reported that ADMG had made a loss of £7,005.35; however this was accounted for by £4,000 being committed to setting up SCOPE and an extra £3,000 being committed to The Country Sports Tourism Group. This was budgeted for the year 2009/10. There were no questions in relations to the audited accounts.

Management Accounts

Finlay Clark reported there was an overall surplus of £1,030. He reported that it was likely that the budget set was likely to be achieved and that ADMG were running £14,095 ahead of budget. This was mainly due to people being invoiced early and some cost savings.

Cash in bank at 24 February 2011 £16, 396.22

Finlay Clark reported there was approximately £20,000 of debtors and he urged the group to pay invoices and made reference to 4 groups who had not yet supplied cull figures.

6 Holyrood Report

Dick Playfair provided a political update on parliamentary activities during the past 12 months.

Wildlife & Natural Environment Bill.

Dick Playfair reported that this had been the pre-eminent political activity for the past 18 months and it was now in the final throes of its delivery. "It was a Bill that was intended to tidy up existing legislation."

He reported that the sector has been allowed the chance to deliver voluntarily, this has been allowed with the decision not to run with statutory deer management, but with a Code of Practice.

Dick Playfair stated that deer are a major component of the Bill.

The main points are that DMGs remain voluntary, but they will be expected to get on with their job in a more disciplined manner than some have to this point. How they deliver 'sustainable

deer management' will be contained in the Code. This is not a statutory document, although some MSPs would like that – and certainly there are bound to be amendments brought forward next week that if adopted would give the Code more teeth. We have been assured that Government will oppose such amendments.

What the Code will do is present the boundaries which, if crossed, will trigger intervention from SNH. The Code is still very much in development and will follow behind the Bill.

Regarding competence, again this has been handed to the practitioners to deliver. April 2014 is the long stop date for any review of Industry Competence.

Again, if the industry fails to deliver a satisfactory and workable way forward by 2014 then we can expect mandatory competence to be imposed. There was an amendment proposed by John Scott that any statutory competence measures would require consultation. This was not taken forward although the Minister did not oppose the principle. However more likely, if it comes to this, that it would be an SNH rather than Government consultation.

Seasons have been left alone, although Government retains the powers that it had under the 1996 Deer (Scotland) Act to vary them should Ministers wish to do so.

Occupier's rights will be covered by a license, a condition of which should be the submission of a cull return.

Put in a nutshell, it could have been a lot worse, and ADMG has worked hard with other organisations, with Government and officials, and with MSPs to gain the concessions that we have.

The Bill is palatable on deer issues, but there is a strong underlying message – intervention will become a whole lot easier. And while Government felt that it could not put a duty of sustainable deer management in the Bill because it would fall foul of ECHR that is not to say that this was not considered. It was – and there will be pressure on Government right up until the final hurdle is crossed, for more prescriptive powers.

We have also suggested to Government that the bulk of measures proposed and contained in the Bill address red deer issues for which a management structure exists – but the true challenge lies with roe deer, both in terms of exploding numbers and less effective and uncoordinated management.

Other elements of the Bill will cause a lot more concern – vicarious liability for example. Some MSPs do not think that this measure goes far enough and have proposed a 'yellow card' system for sporting estates where continued suspicion (or should that be evidence) of raptor abuse would result in an estate's capability to run a commercial shoot being withdrawn. That presumes some sort of licensing arrangement in the first place.

In conclusion, we are a long way now from the place we could have been if the Minister had taken on board all the recommendations originally put forward by DCS. I think the sector has been let off the hook, but (and possibly for cost reasons) given the opportunity to prove that it can manage itself capably and efficiently.

Whatever the outcome when the Bill is debated next Wednesday, be sure that when it takes effect and when the Code is up and running, a lot more will be expected of DMGs than has been the case in the past. The ball will be firmly in your court.

7 Venison Working Group

Stephen Gibbs provided an update on the activated of the Venison Working Group.

He referred to a recent MINTEL report which showed that the UK was consuming 30% more venison in 2009 than in 2006. He stated that there was a huge market for venison and imported venison has helped this grow.

He made reference to the recent levy which some Game Dealers are now implementing and said that it would help meet the needs of the group.

Stephen Gibbs reported that the Group feels that it has outlived its title and that being renamed "The Scottish Venison Partnership" would more accurately reflect its activities. A new Constitution is being drafted which will enable the Partnership to apply for funding.

The Chairman asked the AGM if there were any questions they wished to raise from Agenda Items 1 to 7.

- Q Sarah Troughton, thanked ADMG for their contribution of £3,000 to the Country Sports Tourism Group and said the money would be used to fund current and future projects. Sarah Troughton asked how detailed the Stalking Survey would be and whether it would ask if deer carcasses were taken off the hill by pony or ATV.
- A Dick Palyfair responded by saying the questionnaire was comprehensive, it is 2 pages that asks how the deer are extracted, if there are ghillies, rifle men present and also the cost of these experiences. He said that the survey would be strictly confidential and the information would be used to market stalking better.
- Q Donnie Broad of Pitcastle Estate asked if Bill team had a basic knowledge of the countryside.
- A Dick Playfair said that most of the Bill team were urban based and at the Stage 1 debate very few people had a specific knowledge on the key issues. However their knowledge has improved as time went on.
- Q Donnie Broad also asked what the industry was proposing in relation to competence.
- A Johnny Bruce said that a discussion took place at Scone Game Fair with many industry stakeholders present.

It was agreed that the public now show an interest in the people who shoot deer. He said there was a DVD recently out which covered National Occupational Standards 49-50 and covers culling deer. He said that the discussions will begin next month.

Robert Balfour said that if someone held a Level 1 & 2 no additional training would be required as they are regarded as competent. Johnny Bruce reported that they are considering reducing the level 2 to 1 stalk rather than 3.

- Q When would the stalking benchmarking survey take place
- A Dick Playfair reported that it is happening now and the results would be published at Scone Game Fair.
- Q FES contribution to ADMG, will each DMG be reimbursed from ADMG
- A Finlay Clark said that this was a complicated matter and had yet to be fully thought through. If anyone had any problems or issues outlining the matter to contact Finlay Clark directly, but that an industry wide protocol on recovery would be circulated in due course.
- 8 Diversification in the Red Deer Range Deer Ranching, Alan Sneddon

Alan Sneddon, outlined that venison is now a healthy and trendy meat and it is now being viewed as simple to cook, with many supermarkets now stocking ready made meals. He reported that New Zealand exported 20, 000 carcases to the UK last year. He said that for people wishing to go into deer farming there were grants available via SRDP.

1973 saw Scotland's first commercial deer farm with live captures and some breeding stock, the deer were gradually moved out to a pocket of woodland where they were much happier, they were then moved out and fed in fields and this process minimised the stress on the deer.

He outlined the specification of the deer farm at Rahoy:-

- 800Ha
- 1500 ft above sea level
- 95 inches of rainfall
- 23Ha Arable Grassland
- Rough hill & Birch woodland
- Excellent Roads
- Calves sold as stores
- Deer sold at sales in Dingwall and Perth

New Zealand Deer Farming

In the 1990's there were 3 million deer in New Zealand. Stags were imported from England for antler growth and eastern Europe for weight. He said that their breeding system was the best in the world and that there were penalties for animals being over and under weight.

Alan Sneddon reported that on the farm he worked at in New Zealand there were 35,000 breeding hinds with 7 properties; each property had 1 manager and 1 stockman. He reported that 3000 deer could be scanned and TB tested in a day, he was convinced that deer farming could be adopted in Scotland.

John Fletcher

John Fletcher told the group that venison has a lower fat content, higher iron content and recent research has shown that eating venison has a link to reducing bowel can cancer. The requirements for a deer farm are that it requires co-operation, large area of land and a strong demand for venison. He said that grant applications may be viewed sympathetically

9 Percy the Red Stag

Michael Wigan of Borrodale Estate shared his observations of a red stag which stayed in his garden during the snow in December.

He first spotted Percy sitting under a Cyprus tree, the temperature was -26°C. He had remained below the tree for 4days and dug a hole to live in. Michael Wigan said that he had found a number of beds in and around the woodland surrounding his house. He had 9 points was quite an old stag.

and

Michael Wigan said he watched Percy for 2 months until he built himself up, then he left when the snow began to thaw. He then returned when there was a cold east wind, he walked up to the windows of the lodge and was seen scuffing at the lawn and chewing the vegetation. Percy was observed eating blaeberries, ferns, Scots pine branches, pine needles, chewing white hanging moss, birch, rowan, yew, brambles and bog plant. He had never touched the bark and had avoided garden plants. Michael Wigan reported that Percy had began to recognise him and walked sideways when he approached him and then when he got around 20 yards he would walk forward and raise his foot then stamp with his back leg.

10 Heading to the Scottish Hills Pilot Scheme Update

Richard Cooke gave an update on the Heading to Scottish Hills Web-based system. A pilot scheme was run over a number of areas where the hill phone system is operated. Feedback from hill walkers was positive, land managers were frustrated by the registration process and he reported there was still work to be done. Richard Cooke is hopeful SNH will take this forward and that it will be rolled out over a larger area so that it can be turned into something useful.

Frank Spencer-Nairn, gave an update on his experience with the website. He stressed to the group that this was an opportunity for the industry and urged everyone to get behind it, as it may be a case of "use it or loose it." He reported that feedback form the Pilot scheme is promising and it hopefully it will be made more user-friendly, feedback from hill walkers wish the coverage area to be more comprehensive.

Frank Spencer-Nairn, said that Estates did not have to put a huge amount of data on their pages, as something as effective as "No stalking on Saturday's" is effective, it gives the general public a deeper understanding at Estate level and it may avoid disturbed stalks which have a negative economic impact on Estates.

9 SNH Update

Robbie Kernahan reported that moving to SNH had been a real culture shock for DCS staff, at times it had been an uphill struggle, but it is now becoming more positive and SNH now have a better understanding of Deer Management and Estate objectives.

He reported that they were almost at the wrapping up stage of the WANE Bill and they are now working on a draft of the Code of Practice.

He reported that the following Section 7's had been signed this year, these being, North Ross, West Ross, Breadalbane, Mar Lodge.

He reported that SNH will be more supportive to ADMG, with the appointment of Ronnie Rose as a project officer, who will be attending a number of DMG meetings. This will allow SNH to work more closely with ADMG.

- Q Jamie Williamson asked if tick are treated when deer are fenced in
- A Alan Sneddon reported that deer are treated for tick as this comes into play with the Meat Hygiene regulations.
- Q A member of the audience asked if the farmed deer were bothered with liver fluke, warbles and botfly.
- A John Fletcher said he has never had any bother with these in Fife which may be down to the climate, with winters tending to be colder and drier in Fife. He added that during the Rahoy project the deer were Copper Cobhalt deficient and they were treated accordingly and treated for tick and wormed twice a year. Alan Sneddon added that if the deer are less stressed they are less likely to become susceptible to disease.
- Q A member of the audience asked if the deer would be TB tested.
- A Alan Sneddon responded by saying the deer are compulsory tested in New Zealand, he said he has had no experience with bovine TB and has seen avian TB in the past. John Fletcher explained that there is around one case of avian TB amongst deer per year in Scotland and he has not seen bovine TB in 20 years.

Bill Bewsher thanked Robert Balfour for all his hard work as Chairman during the past six years. He thanked him for all his work with the WNE Bill and that the success of this Bill is down to his hard work and commitment. He also praised Robert Balfour for his ability to understand how the government works which enabled him to work well with government. A Balfour Browne Print was given to Robert along with the new copy of "The High Days of Black Mount".

The Chairman closed the meeting at 1pm