

British Parachute Association

5 Wharf Way
Glen Parva
Leicester
LE2 9TF

Tel: 0116 278 5271
Fax: 0116 247 7662
e-mail: skydive@bpa.org.uk
www.bpa.org.uk



The Council

Minutes of the meeting held on

Tuesday 7 December 2010 at 1845

at the BPA Office, 5 Wharf Way, Glen Parva, Leicester LE2 9TF

Present:	John Smyth MVO	-	Chairman
	Paul Applegate		
	Christopher Beattie		
	Richard Head		
	Ian Marshall		
	Paul Moore		
	Craig Poxon	-	Development Chair
	Martin Soulsby	-	Communications Chair
	Weed Stodley		
Apologies for absence:	Liz Ashley	-	Editor, Skydive the Mag
	Adrian Bond		
	Kieran Brady		
	Debbie Carter	-	Treasurer
	John Horne		
	John Page		
	Steve Saunders	-	Competitions Chair
	Andy Scott		
In attendance:	Tony Butler	-	Technical Officer
	John Hitchen	-	NCSO
	Martin Shuttleworth	-	Secretary-General
Observer:	Martin White		

Item Minute

85/10 Minutes

The minutes of the last meeting, held on Thursday 14 October 2010, had already been ratified electronically by the Council. The ratified minutes had been published on the BPA website on 1 November. The Chairman had signed the master copy as correct for the official record.

Ratified electronically

86/10 Matters arising

86.1 Condition of Wharf Way (minute 78)

Summit Engineering Ltd, the owners of Wharf Way, had returned the BPA's cheque for £755.49. They had sent a copy of invoices for recent road repairs and drain clearance with a copy of the freehold on the BPA's premises that set out the percentage liability, with an invoice for £531.40 in respect of the BPA's liability.

Noted

86.2 22-way head-down British record (minute 82)

Weed Stodley proposed, and Craig Poxon seconded, a motion to award a Certificate of Merit to the participants in this record. Martin Soulsby said this had not been custom and practice for all British records. The vote was: For - 2, Against - 5.

Not carried

87/10 Finance and membership

87.1 Management accounts

Martin Soulsby asked Jon Gretton (Financial Administrator) kindly to clarify what was included by the 'Mag' heading under income. Martin Soulsby requested that in future items within this heading mirrored the audited accounts.

Action: BPA Office (Jon Gretton)

87.2 Membership

The membership statistics below had been circulated to month 7 of the membership year, 1 April to 31 October:

	2010/11	2009/10	Variance	% variance
Full renewal	4,323	4,415	-92	-2
Full conversion	568	586	-18	-3
Temporary (inc Jsat)	2,385	2,504	-119	-5
Student Provisional	37,601	35,170	2,431	7

The Chairman said the year-on-year increase of 7% in student provisional members was encouraging, especially in the present general economic climate, and in the light of last year's record number. The Development Committee was rightly concentrating on full membership recruitment and retention, including seeking to encourage more first-time jumpers to take up the sport.

88/10 Minutes of Committees

The minutes of each of the following meetings, except STC, had already been circulated, electronically ratified by the Council, and published on the BPA website. Minutes of the STC meeting had been circulated and would tonight be considered for ratification.

88.1 Communications Committee meeting on Thursday 14 October 2010

There were no questions.

88.2 Development Committee meeting on Thursday 14 October 2010

Weed Stoodley asked why, considering the insurance review meeting had been held on Tuesday 23 November, the third party public liability insurance premium rates for the next membership year had been tabled today rather than circulated in advance. The Office explained that, although an indication of the likely premium had been given orally at the meeting, the official letter from the insurers had been received only yesterday, in time for tonight's General Meeting. This was still early advice for a policy not due to begin until 1 April 2011.

88.3 Competitions Committee meeting on Thursday 14 October 2010

There were no questions.

88.4 Safety and Training Committee meeting on Thursday 25 November 2010

The Council discussed the draft minutes with John Hitchen, STC Chair. He pointed out that in item 7 of the STC minutes, Permissions, there was a reference to a CSBI rating which was taken from a CCIs letter in which it had appeared in error: it should have read AFF BI rating. This correction would be ratified at the next STC meeting.

With the addition of Paul Applegate's name to those present, Paul Applegate proposed, and Paul Moore seconded, a motion to ratify the minutes of the STC meeting held on Thursday 25 November 2010. This carried unanimously.

Ratified

89/10 Headline issues from Committee meetings today

89.1 Communications Committee

Martin Soulsby (Communications Chair) reported that at its meeting this afternoon, the Communications Committee had:

- Recommended to Council that it should give written notice that it will decline to renew the membership and instructor ratings of Edward Carroll BPA 116942 unless he removes the BPA logo from his website www.vegasextremeskydiving.com. Despite a number of requests from the BPA, and a promise to do so by Mr Carroll, the BPA logo remained on display on this website. The Office explained that the issue was one of misrepresentation. In accordance with the BPA's published policy on the use of its logo (Form 263), potential

jumpers at his centre might reasonably assume that the centre was run under the BPA Operations Manual. However, as the centre was in the USA, this was not the case. Martin Soulsby proposed his Committee's recommendation, and Ian Marshall seconded the motion.

Carried unanimously

- Considered publishing pull-out posters with stunning images to promote the sport as an insert to Skydive the Mag, but on considering the quote had believed this too expensive. Instead, the Committee was considering a centrefold poster in the next printing of the Starter Mag for next season, which would have a run of 30,000. The expected profit of £1,300 from advertisement sales would cover the cost. If the advertisement sales did not yield sufficient profit, this would be known in time for the poster to be dropped from this printing.
- Discussed Liz Ashley's suggestion of a 'nomad section' in the Mag's 'Club Zone'. This would list members who had obtained their A certificates at overseas clubs. After discussion, the Committee had agreed with Tony Butler's (Technical Officer) suggestion that a list of all new A certificate holders, supplied by the Office, should be published in the BPA Zone in the Mag, irrespective of where they had qualified.
- Noted that the first BPA e-newsletter, that had been issued in November, had received 24 responses, all positive. 89% of the mailout had been delivered, with only 13 unsubscribes, at least one because of an error in the address. The Committee planned to continue to issue a BPA e-newsletter every other month, being the month in which the Mag was not published.
- Been notified by Rich Rust and Becca Armstrong, BPA Media Co-ordinators, that they wished to stand down. The Committee would consider its future approach to this area at its first meeting next year.
- Received no entries for the planned AGM night stage show "BPA's Got Talent" and only two for the "Miss BPA 2011" drag contest. The AGM working party was therefore pursuing other options for the stage – a performing hypnotist and a skydivers' his and hers quiz. A horizontal bungee run and casino tables with fun money were also planned.

89.2 Development Committee

Craig Poxon (Development Chair) reported that at its meeting this afternoon, the Development Committee had:

- Noted that John Horne had not yet received a reply to his letter to the Minister for the Olympics asking that it be passed on to those organising the various ceremonial events to find out whether a parachute display might be included.
- Noted that CCPR had re-named itself as the Sport+Recreation Alliance.
- Been pleased to note the year-on-year 7% reduction in insurance premiums with effect from 1 April 2011, slightly offset by the rise of 1% in insurance premium tax which the government was increasing from 5% to 6% with effect from 4 January 2011.
- Considered items referred to the Committee from the Drop Zone Owners and Operators' meeting held on Tuesday 9 November. The Committee had decided to take a view next summer, in consultation with DZ Operators, on whether there were sufficient agenda items to justify a meeting next year, albeit that opportunity for social networking was an important component of the meeting.
- Been encouraged to note the general support of Drop Zone Owners and Operators to the Action Plan target, suggested and being pursued by Kieran Brady, of provision through the BPA of first-aid courses at DZs tailored to the needs of the sport. The Committee had been pleased to learn that the insurers had indicated that they would be prepared in principle to meet the cost of a round of courses as part of their sponsorship of BPA safety activities.
- Reviewed progress of other Development Action Plan targets, including the new BPA website and database with an online renewals facility that Archant Dialogue had been

contracted to construct. Time was now tight before the renewals process started in February. Archant Dialogue would come to the BPA Office before Christmas to introduce the new database, with a view to trial of a small sample set of online renewals before the main renewal period.

- Arising from work on the new database, the Committee had removed an anomaly that allowed joint members to have different postal addresses on the BPA database.
- Noted that the Chairman was continuing with his review of data protection requirements in order to audit the BPA's procedures. The retention of paper records was discussed and the Office would seek advice from the insurer's solicitor on whether there was a need to retain certain paper records in the event of an insurance claim.

89.3 Competitions Committee

In the absence of Steve Saunders (Competitions Chair), Martin Soulsby (Competitions Vice Chair) had chaired this afternoon's meeting. He reported that the Committee had:

- Set out to document the training and currency requirements for judges.
- As there had been no bids to host the Canopy Piloting nationals in 2011, agreed in principle to a proposal by Dr Rainer 'Exi' Hoenle to hold these at RAPA in conjunction with the German Nationals. The BPA and our German sister association would both provide judges. Entry fees would be determined by each nation for its own nationals. The British Nationals would be run, per normal policy, at no cost to the BPA.

The Council supported this resourceful arrangement.

- Agreed to survey the membership in April 2011 about competitions funding. The results would be too late to affect funding allocations for 2011.
- Further refined the procedure for eligible teams to apply for BPA funding for the World Championships 2012. The main eligibility criteria would remain a realistic opportunity of winning a medal at the World Championships 2012. However, eligible teams would now be required to bid for funding and to provide information on their training plans, their main competitors on the world stage, together with their past and future contribution to the sport through coaching on BPA skills coaching roadshows, etc. If funding was granted, a formal contract would be drawn up that placed an obligation on the team to contribute to skills coaching etc to support up-and-coming British skydivers in the discipline. Martin Soulsby said that our athletes had brought home an impressive haul of 15 medals from this year's World Championships, with another two of our competitors in 4th place.

The Chairman observed that historically the BPA had never funded competitors for World Cups, although we had refunded entry fees etc for teams that had achieved significant success.

The Council then discussed whether or not the Committee should ask teams eligible for funding about any commercial sponsorship they had secured or were seeking. Such information would be treated as confidential should the team so wish. The point was noted that the BPA was not in the same category as a commercial sponsor: it was a not-for-profit body providing funding for the top competitors in our national team, and therefore had the right to seek any relevant information to help to reach an informed decision on funding.

- Agreed to CF competitors' request to re-present the Martin Gardiner Memorial Trophy at the AGM. Also for the Pat Hammond Trophy to be photographed with its winner and the Chairman of Council after the official presentation ceremony at the AGM.

90/10 Memorandum & Articles of Association

90.1 Draft comprehensive update

Neither of the legally-qualified Vice Presidents had yet had time to comment on the complete draft update of the BPA Articles in the new format permitted by the Companies Act 2006. The Council had therefore agreed by e-mail since the last meeting, to put to the AGM a minimal addition to the current Memorandum & Articles to allow electronic communication with members. This would be taken as a special resolution at the AGM and had been published on page 7 of *Skydive the Mag* for December 2010.

90.2 Special resolution to be put to the AGM on Saturday 22 January 2011

The existing Article 70 reads

Notices

70 A Notice may be served by the Association upon any Member, either personally or by sending it through the post in a prepaid letter, addressed to such Member his registered address as appearing in the register of Members.

A Notice may alternatively be served by the Association upon any Member by facsimile copy but must be checked for legibility upon receipt and confirmed in traditional form within ten days of receipt.

- end of existing Article 70 -

Proposed addition to Article 70

Members may consent to receive by electronic means (as defined in the Electronic Communications Act 2000) Notices or communication of the placing of Notices on the Association's website, and members may communicate with the Association electronically. A communication sent by electronic means shall be deemed to have been duly served forty-eight hours after it has been sent.

- end of addition -

Commentary

The change, if adopted, will allow the BPA to place statutory company documents (such as notices of the AGM and other general meetings, Chairman's annual report, and accounts) on the BPA website and advise members electronically of their availability. Members will retain the right to continue receive this information in hard copy if they so wish. A full update to bring the BPA Articles of Association into the 21st century has been drafted but is not yet finished. It will be put before a future AGM.

90.3 Speaker to the Special Resolution

Martin Soulsby agreed to present the Special Resolution to the Membership at the AGM. Weed Stoodley and BPA staff would be on hand to help to answer questions.

Action: Martin Soulsby

91/10 Report on the Royal Aero Club

91.1 Nominations for RAeC Awards 2010

The Council had put forward a nomination for the Silver Medal and three nominations for Certificates of Merit in the Royal Aero Club awards 2010. The outcome would be known before the BPA AGM in January 2011.

Awaiting result

91.2 FAI Award

The FAI Diploma for Outstanding Airmanship had been awarded in memoriam to Germano Alvares Da Silva. The Chairman said he would ask RAeC kindly to arrange presentation at the RAeC Awards ceremony 2011 to a relative or friend.

Action: Chairman

92/10 European update

Paul Moore reported that the next meeting of the European Parachute Union, of which he was President, would be held on the Friday afternoon of the next IPC plenary meeting in Montenegro in January 2011. He said he would be making a presentation on the TAFF system that had been successfully trialled by North London Skydiving Centre, as had been reported to this year's Drop Zone Owners & Operators Meeting, because other European nations might find this helpful.

93/10 Application for Affiliation: RAF Parachute Association

The application (Form 147) had been circulated in advance. Tony Butler (Technical Officer) explained that this was a unique application because approval would mean that two different Centres would be operating on the same Drop Zone: Skydive Weston, which was already Affiliated to the BPA, and RAFPA. He had requested a letter of agreement between the two Centres setting

out their operational arrangements. That letter had not yet been received. The Chairman said the application could not be considered until the letter of agreement had been provided, and deferred the item until the next ordinary meeting of the Council in February 2011.

Deferred

94/10 Awards

This item was held in camera with only Council Members and staff present.

94.1 The Jim Crocker Trophy for an Outstanding Contribution to Sport Parachuting

Ian Marshall proposed, and Paul Moore seconded, a motion that the Jim Crocker Trophy for an Outstanding Contribution to Sport Parachuting should be awarded to Brian Laithwaite in memoriam.

Carried unanimously

The Chairman would seek to arrange for the award to be formally presented to Brian Laithwaite's widow Caro at the RAeC Awards Ceremony. The award would also be shown to members at the AGM.

94.2 The Taz Causer Skydiver of the Year Award 2010

Eight nominations had been received from members. After careful consideration, the Council made the award to Alan Thompson. It would be presented at the AGM.

95/10 Staff

Staff left the room for this item. The Council agreed a Christmas bonus for the staff in recognition of their work during the year. On returning to the room, Tony Butler thanked the Council for this kind gesture.

96/10 Chairman's comments

Council 2010 remained in office until the AGM, but as this was the last scheduled meeting, the Chairman took the opportunity to thank members of Council for their valuable contributions and sheer hard work during the year. He wished every success to those who were continuing to serve on Council 2011, and to the new and returning Council members who were to join them.

For his own part, he believed now was the right time to stand down from Council and for new blood to take the helm. He was looking forward to continuing to support the BPA and the sport by devoting his energies to his role as the British Delegate to IPC and an IPC Vice President, and as the BPA Delegate to the Royal Aero Club.

97/10 Date of next meeting

The inaugural meeting of Council 2011 will be held immediately after the AGM and presentation ceremony in the late morning of Saturday 22 January 2011 at the Hilton Coventry Hotel, Paradise Way, Walsgrave Triangle, Coventry CV2 2ST. Dates of Council meetings during 2011 would be decided then.

The meeting closed at 2110.