

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



Development Committee

Minutes of the meeting held on

Thursday 14 October 2010 at 1530

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

Present:	Craig Poxon	-	Development Chairman
	Paul Applegate		
	Adrian Bond		
	Kieran Brady		
	John Horne		
	Paul Moore		
In attendance:	Tony Butler	-	Technical Officer
	Jon Gretton	-	Financial Administrator
	John Hitchen	-	NCSO
	Martin Shuttleworth	-	Secretary-General
Apologies for absence	Christopher Beattie		
	Paul Ledden		
	Andy Scott		

Item Minute

38/10 Minutes

The Committee noted that the minutes (circulated) of the meeting held on Tuesday 17 August 2010 had already been approved by the Committee, ratified electronically by the Council and published on the BPA website <http://www.bpa.org.uk/minutes>

39/10 Matters arising

39.1 Possible display skydive at the London 2012 Olympics (minute 29.2)

John Horne reported that he had written to the Olympics Minister, The Rt Hon Hugh Robertson MP, and was awaiting a reply.

Awaiting reply

39.2 Letter of agreement with BPA Shop (minute 29.3)

The Office had contacted the BPA Shop about their possible involvement in the supply of national team uniform – this being a potential item in the letter of agreement - and was awaiting a reply.

Awaiting reply

39.3 Survey of lapsed members (minute 29.4)

The Chairman would prepare an extract for consideration at the DZO's meeting on Tuesday 9 November 2010 (see item 40.2). He regretted that would not himself be able to attend the meeting.

Action: Chairman

A note about the survey would be included by the Office in its copy for the December issue of the Mag.

Action: BPA Office

39.4 BPA representatives to the Sport England Regions (minute 30.1)

John Horne was today writing to BPA representatives to the Sport England regions to confirm that these posts would be stood down after the AGM because of the centralisation of most Sport England initiatives, and to thank them for their service.

Completed

39.5 The Airkix Fund: CH video (minute 31)

The DVD on CH funded by the Airkix Fund had now been completed and distributed to Clubs & Centres. Tony Butler said that STC considered it to be a useful training aid, for use with an instructor present. STC did not consider it to be suitable for stand-alone training, and therefore did not wish it to be uploaded to the BPA website.

Kieran Brady said that he planned to re-edit the DVD for use at his DZ. The DVD was not incorrect, but contained some aspects that were done differently at his DZ. He knew that a similar situation applied with other techniques on the DVD at some other DZs.

Completed

40/10 Reports on areas of responsibility

40.1 UK Sport / Sport England / BPA Regional Reps to Sport England / CCPR

- John Horne reported that the government had announced plans, as part of its review of non-departmental public bodies, to amalgamate UK Sport and Sport England, and possibly other government sports agencies, into a unified public body for sport after the London 2012 Olympics.
- No further information on the government's planned revisions and downscaling of the vetting and barring scheme had yet been announced.
- CCPR had invited nominations for multi-sport and volunteer awards. There were no nominations from our sport.
- Two members of BPA administrative staff were to attend a half-day course on minute-taking technique at the CCPR office later this month, at a reduced cost compared with the normal commercial rate for the course.
- Adrian Bond reported that the BPA had received £419.87 through CCPR in respect of the distribution of proceeds to sport from the second and final series of BingoLotto last year.
- See minute 30.1 reference the phasing-out of BPA Representatives to the Sport England Regions.

Noted

40.2 Insurance

The annual insurance review meeting would be held with the insurers at the BPA Office on Tuesday 23 November at 1100. This would be a preface to negotiating the premium rate for next year. The Committee noted that the death and critical injury insurance, which was an additional benefit provided by Jelf Manson Insurance Brokers, would have paid out £15K benefit three times in the current membership year, and once in the previous year.

The insurers planned to attend the BPA meeting for Drop Zone Owners and Operators to be held on Tuesday 9 November at Walcote Memorial Hall, Lutterworth, Leicestershire. Tony Butler reported that he had suggested that the insurers' solicitor should come along, if he was available, as he had a presentation he wished to give to DZOs.

Action: BPA Office

41/10 Data protection audit

The Chairman would report back to the next meeting.

Action: Next meeting

The Office was preparing to update the renewal form for the next membership year. Tony Butler confirmed that he would seek to recast the form such that members' payment card details could be torn off and shredded once the payment had been received.

Action: BPA Office

42/10 Development Action Plan: 1 July 2010 to 30 June 2011

42.1 Commission a new BPA website and database

Adrian Bond reported that Archant Dialogue had been delayed in starting the contract to build a new BPA website and database to allow online renewals. The delay had been due to holidays and staff changes. However they had now produced a schedule and planned to have the functionality ready by the end of November, following which there would be trials. The Chairman would maintain an overview of this project on behalf of the Committee.

Ongoing

41.2 Develop a resource package for safety events at DZs

No report had been received from Paul Ledden. Consideration of this item was therefore deferred until the next meeting.

Action: Next meeting

42.3 Research provision and adequacy of information / courses for first-aiders at Drop Zones

Kieran Brady had identified a BPA Member who gave first-aid courses suitable for Drop Zones. He said these courses had the support of Dr John Carter, BPA Medical Adviser. He wished to explore the possibility that the BPA might facilitate such courses for DZ staff, and outlined possible arrangements and likely costs. He would report to, and assess interest from, the DZ Owners and Operators meeting to be held on Tuesday 9 November. He would see whether the potential first-aid trainer might be available to come with him to that meeting.

Action: Kieran Brady

42.4 Update the BPA Articles of Association to reflect the BPA in the 21st century

This was an agenda item for tonight's meeting of the full Council.

Ongoing

43/10 Date of next meeting

Tuesday 7 December at 1530 at the BPA Office, 5 Wharf Way, Glen Parva, Leicester LE2 9TF.

The meeting closed at 1643.