

# British Parachute Association

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## The Council

Minutes of the meeting held on

**Tuesday 23 February 2010 at 1830**

At the BPA Office, 5 Wharf way, Glen Parva, Leicester LE2 9TF

<b>Present:</b>	John Horne	-	Vice Chairman, in the Chair
	Christopher Beattie		
	Adrian Bond		
	Kieran Brady		
	Richard Head		
	Ian Marshall		
	Paul Ledden		
	Craig Poxon		
	Steve Saunders		
	Andy Scott		
	Martin Soulsby		
	Weed Stoodley		
<b>Apologies for absence:</b>	Paul Applegate		
	Paul Moore		
	John Smyth MVO		
<b>In attendance:</b>	Tony Butler	-	Technical Officer
	Debbie Carter	-	Treasurer (for item 10 only)
	Jon Gretton	-	Financial Administrator (for item 10 only)
	John Hitchen	-	NCSO
	Tony Knight	-	Liaison officer on European legislation (to item 12)
	Martin Shuttleworth	-	Secretary-General
<b>Observers:</b>	Ray Armstrong	-	Skydive GB
	Alec Flint	-	Skydive GB

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## Item Minute

### 07/10 Chair

John Horne, Vice Chairman, was in the Chair, as John Smyth, Chairman, was outside the UK. He read aloud a welcome message from John Smyth to Council Members.

### 08/10 Minutes

#### **8.1 General Meeting - Tuesday 8 December 2009**

These minutes had already been ratified electronically. Andy Scott proposed, and Adrian Bond seconded, a motion that they were a true record and this carried unanimously.

***Ratified electronically***

#### **8.2 Council meeting Tuesday 8 December 2009**

Weed Stoodley had requested variations (circulated) to parts of draft minute 94.3 concerning the report of the Competitions Committee to Council. The Chairman, after consultation with Andy Scott (then Competitions Chairman), had decided that the proposed variations should be considered around the table today. Weed Stoodley said some points she had made at the meeting had not appeared in the minutes. Andy Scott said he believed that minutes should

be a fair summary and not a verbatim transcript, and he was satisfied that the original draft had been a fair summary.

The Chairman suggested, and the Council agreed, that Weed Stoodley and Andy Scott should liaise with the Office to agree a form of words. The Council delegated authority to the Chairman of Council to ratify this wording, as the Council had already ratified the rest of the minutes electronically.

**Action: Weed Stoodley / Andy Scott / BPA Office / Chairman**

### **8.3 AGM - Saturday 16 January 2010**

These minutes had already been ratified electronically. Martin Soulsby proposed, and Richard Head seconded, a motion that they were a true record and this carried unanimously.

**Ratified electronically**

### **8.4 Inaugural Council meeting 2009 - Saturday 16 January 2010**

Adrian Bond proposed, and Andy Scott seconded, a motion to ratify these minutes.

**Ratified**

## **09/10 Matters arising from the above minutes**

### **9.1 Election (minute 101/09)**

Martin Shuttleworth (Secretary-General) reported that year-on-year the cost of the Council election had reduced by 11%. This was largely due to the help of Lesley Gale and her print contacts, with whom the Office had arranged for the candidate information leaflet. This had led to a significant reduction in design and print costs. There had also been more votes cast online than by post, which gave a saving in postage. The lower turnout this year had also been a factor. He said that the Office had done all the preparatory work, but had had nothing to do with voting, which had been entirely administered by independent scrutineers. He believed that this was the optimum solution for a cost-effective yet demonstrably independent voting system.

Ian Marshall reported on a problem he had encountered with a duplicate PIN number from the scrutineers. He had reported this to them and to the BPA Office, and the scrutineers had given him a new number and carried out an investigation. They had reported back that a printing error had caused two ballot papers to be printed with the same PIN number. They had noted that the BPA's practice of not printing the member's name and address on the ballot paper, as they did for other clients, had made a rare error of this nature more difficult to spot. Martin Shuttleworth suggested, and the Council agreed, that such details should be included on the ballot paper next time so as to reduce the risk of any such error. Voting would continue to be anonymous because votes would be made to the scrutineers, who would not reveal the identity of voting members.

**Action: BPA Office / Independent election scrutineers**

## **10/10 Management accounts and membership statistics**

Management accounts and membership statistics to the end of month 7, January 2010, had been circulated with the agenda.

Debbie Carter (Treasurer) reported that some of the BPA's investments were due to mature this year. She outlined the arrangements in place for independent financial advice on re-investment, and that the adviser had been briefed on a low-risk profile with guaranteed return of capital. Debbie Carter said that although this risk profile was yielding little return on investment in the current economic climate, it had proven to be a robust policy in that it had enabled the BPA to weather the sharp downturn in the economy. Some comparable bodies had seen their capital reduced through a loss on investments, whereas the BPA's investments had suffered no loss but rather continued to yield a return, albeit much diminished. Kieran Brady and Ian Marshall congratulated the Treasurer on this wise, prudent and proven investment policy and believed that it should continue. The Council agreed, and asked that the Independent Financial Adviser (IFA) should continue to report to the Treasurer and Jon Gretton, BPA Financial Administrator, as usual. They would then report back to Council with two or three preferred options. Council did not require the IFA to make a presentation to a Council meeting.

**Action: Treasurer / Financial Administrator**

## **11/10 IPC plenary meeting 2010**

The UK Delegate's Report on the IPC Plenary Meeting 2010 had been circulated with the agenda. John Hitchen (UK Alternate Delegate) reported that IPC had a deadline of June 2010 for bids for the proposed Mondial 2012. If no Mondial bids were received, separate World Championships would be held for different airports - IPC had already received bids for these.

The Chairman thanked John Smyth (UK Delegate) and John Hitchen for representing the UK at IPC.

## **12/10 European airports legislation**

An update paper by Tony Knight (Liaison officer on European legislation) had been circulated with the agenda. It had also been circulated to Clubs.

Tony Knight said that the European Air Safety Agency (EASA) had been swamped by the number of comments to its consultation on draft European air safety legislation. Although EASA had received some 14,000 comments, so far as we were aware, only 12 of these - the 12 we in the BPA had submitted - related to sport parachuting. So far as he was aware, no comments on sport parachuting had been made by any other European nation. Ian Marshall asked whether other sport parachuting NGBs in Europe were content to sit back and let the UK do all the work. In discussion by Council, the consensus was that the national parachuting bodies of other European sport parachuting nations tended to be organised differently to the BPA. Sometimes there was more than one body within a single nation, so they did not generally have the strong, unified focus that we had achieved in the UK.

Tony Knight said that EASA had not yet replied to the responses to consultation it had received. It had now put out to its working groups the task of replying. This had delayed the process. He said the wheels of EASA regulation were grinding slow, but grinding exceedingly small.

Tony Butler, Technical Officer, thanked the BPA's insurers, Mansons Insurance Brokers and Liberty International Underwriters, who had kindly agreed to meet the incurred and immediately foreseeable costs of the BPA's response to consultation on new European air safety legislation.

Kieran Brady, Pilots' Chairman, suggested it might be appropriate for UK sport parachute operators to consider their legal status in view of the likely burdens to be placed by EASA on 'commercial operators' rather than 'clubs'. A number of BPA Centres charged club fees even though they might not be constituted legally as a club. Tony Knight said there would be a reference to this in a forthcoming document to be issued by the European Parachute Union (EPU).

EPU, of which Paul Moore was President, was growing slowly but surely with nine member states now represented, and strong promises to join from another three. The BPA's membership subscription to EPU would depend on the number of members and the number of sport parachutists each represented, as the EPU subscription was calculated pro-rata. There would also be a stepped level of subscription, as EPU geared up.

## **13/10 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.

### **13.1 Development Committee meeting on Tuesday 8 December 2009**

There were no questions.

### **13.2 Communications Committee meeting on Tuesday 8 December 2009**

There were no questions.

### **13.3 Competitions Committee meeting on Tuesday 8 December 2009**

There were no questions.

### **13.4 Safety and Training Committee meeting on Thursday 11 February 2010**

John Hitchen (STC Chairman) reported that STC were content with the item that had been referred back to STC from the December 2009 Council meeting (minute 93.4 refers), and he thanked the Council for supporting himself and Tony Butler in this.

Ian Marshall asked why there was no formal election of the Chairman, Kieran Brady, at the January 2010 meeting of the Pilots' Subcommittee. Tony Butler advised that this was because the Subcommittee routinely met only once a year, and therefore for continuity the Committee had decided many years ago not to elect a Chairman annually.

John Hitchen answered a question from Weed Stoodley and clarified the situation regarding an incident reporting matter.

With the addition of Kieran Brady's name to the apologies for absence, Andy Scott proposed, and Kieran Brady seconded, a motion to ratify the minutes of the STC meeting held on Thursday 11 February 2010. This carried unanimously.

**Ratified**

## **14/10 Headline issues from Committee meetings today**

### **14.1 Communications Committee**

Martin Soulsby (Communications Chair) reported that:

- Archant Dialogue had demonstrated a working draft of the new Mag website which they had designed in close consultation with Lesley Gale, Editor of *Skydive the Mag*.
- The test site was planned to be available in March.
- The April issue of the Mag would be to a new design and would include some new features as well as regular favourites.
- 25,000 copies of the updated Starter Mag would be printed and one or two boxes would be sent to each participating DZ on publication with a covering letter. highlighting its value as in 'viral' marketing – ie, when passed to family and friends of a first-time jumper.
- The Committee would trial live video streaming its April 2010 meeting over the web, if successful as a prelude to doing the same for Council meetings. This was courtesy of Craig Poxon's video camera and web expertise.
- Adrian Bond was continuing to negotiate on venue arrangements for the next AGM on Saturday 22 January 2011, and was starting to consider possible venues for January 2012. Ray Armstrong had a contact in a hotels group whom he would refer to Adrian Bond.
- The technical consultants to the BPA website had unfortunately not developed the new BPA database on time. Discussions with them were continuing. The Committee had agreed to a plan of action suggested by Adrian Bond after consultation with the Office. After discussion, the Council agreed.

Kieran Brady reported that Skydive Strathallan would not, at this time, be taking the new Starter Mag, although he personally supported it. Martin Soulsby confirmed that the Starter Mag was available free of charge to all Affiliated Centres. He reported that Lesley Gale had telephoned each of the relatively small number of Centres that were not presently taking the Starter Mag. The only other Centre that had not, at least as yet, indicated it would be taking the new Starter Mag, was NLSC Chatteris. [Note: Subsequent to the meeting, NLSC Chatteris confirmed to Lesley Gale that they would take the Starter Mag.]

### **14.2 Development Committee**

Craig Poxon (Development Chair) reported that:

- Clarke Roxborough Insurance Brokers - a sister company of the BPA's current brokers, Mansons Insurance Brokers - had said they were unable at present to come forward with firm proposals for a BPA Members' Affinity Scheme for personal insurances. This was

because the underwriter they had in mind was not currently prepared to take forward such a scheme.

- Lee Harrison, a former Red Devil who was now a self-employed insurance consultant, had attended the meeting to speak on personal insurances for skydivers. The Committee had invited him to come forward in due course with proposals.
- John Horne was liaising, through the Red Devils who had an Olympics contact, about the possibility of a BPA co-ordinated parachute display of some kind associated with perhaps an outlying venue of the London 2012 Olympics.
- He had completed a draft of the franchise agreement between the BPA and the BPA Shop (franchisee: UK Parachute Services Ltd) and would be circulating the draft to the Committee before recommending it to Council.

Weed Stoodley reported that the Competitions Committee would be placing this year's order for UK delegation tracksuits direct with a supplier, not through the BPA Shop.

- The Committee would be writing to the Vice Presidents to thank them for their continuing support for the Association, and to liaise with them about their involvement in BPA events and activities now that their role in disciplinary matters had been superseded by the BPA's tribunal system.
- The Committee had asked John Horne to seek to rationalise the BPA's liaison with external sports bodies - UK Sport, Sport England and its Regions, the Home Country Sports Councils for Scotland, Wales and Northern Ireland; and CCPR - the trade association for sports and recreation NGBs. Although there was a potentially bewildering array of bodies and schemes, one thing was clear: it had become a big challenge to access funding through any of them. Such funding still available was usually modest in amount, highly specific in application, and required the submission of exhaustive paperwork.
- The results of the survey of BPA lapsed members conducted late last year would be published on the BPA website.
- Production of the Canopy Handling video funded by the Airkix Fund was progressing, albeit slowly.
- The now annual meeting for Drop Zone Operators would be held the same venue as for the last two years - Walcote Village Hall, Lutterworth, Leicestershire, on Tuesday 9 November 2010.

#### **14.3 Competitions Committee**

Steve Saunders (Competitions Chair) reported that:

- He had asked Kate Charters, Judges' Co-ordinator and the Office to liaise with him over the current whereabouts of BPA competitions trophies.
- Difficulties about the CF Nationals 2009 had been resolved.
- The Texair system would now be trialled not at Headcorn, as it would not be available on that date, but at the second leg of the Accuracy Grand Prix at Silver Stars.
- Advice was still being sought on insurance cover for UK teams competing abroad.

Craig Poxon suggested that Lee Harrison (minute 14.2) should be consulted.

- The arrangements for a scoring system at the FS Nationals 2010 needed to be confirmed with the host DZ.
- A second 'coach the coaches' workshop had recently been held for BPA coaches at Loughborough University's School of Sport. Feedback indicated that any further events of this nature would benefit from being re-focused.

- The Committee had asked Kate Charters to review and update the document setting out the role of the Judges' Co-ordinator, as the current document dated from 2002. He had also invited an input from the rest of the Committee. The first part of the next Committee meeting in April would be devoted to judging matters.
- The Committee had considered the appointment of Heads of Delegation for WPC meets this year. It planned to ask John Smyth whether he would be available for the WPC in FS & Artistics, which would have a head count of over 40, such that it also justified the appointment of a Delegation Manager.
- A venue for the CP Nationals 2010 was being sought.
- The Committee had discussed the category of BPA membership required to compete.

Tony Butler, Technical Officer, confirmed that only full members were eligible to apply for sporting licences. Therefore, full membership was required to compete in the senior category (A category in Artistics) at the British Nationals. Temporary members had no voting rights, no Mag, and no eligibility to apply for FAI licences.

#### **15/10 Report on Royal Aero Club**

The Chairman reported, on behalf of John Smyth (BPA Delegate to RAeC) that the RAeC Medals & Awards Ceremony would be held at the RAF Museum, Hendon, on the evening of Tuesday 27 April 2010. He hoped as many BPA Council and other BPA Members as possible would attend. Tickets cost £35 each or £60 for two members of the same family. The Office had details of how to book tickets. All three of the BPA's nominations had been successful, viz:

##### ***RAeC Gold Medal***

Freefly Team Volare - Mike Carpenter, Adam Mattacola and Alberto Fuertes

##### ***RAeC Bronze Medal***

Chris Lynch

##### ***RAeC Certificate of Merit***

Ian 'Wobby' Robertson

RAeC had also invited the all its member bodies to nominate an invitee to a Royal Garden Party. The BPA had done so, and was awaiting the outcome. **[Note:** The RAeC has since advised that, on this occasion, the nominees of other member bodies have been selected as invitees and reserve invitees.]

#### **16/10 Applications for Affiliation or Re-Affiliation**

Application forms for the following had been circulated prior to the meeting.

##### **16.1 Application for Affiliation: Skydive GB, Bridlington**

Tony Butler, Technical Officer, reported that this was an application for Affiliation from a new Club. He had recently inspected the site, and there were no issues. Operations would of course also be subject to CAA Permission. Kieran Brady proposed, and Ian Marshall, seconded a motion to approve Affiliation.

***Carried unanimously***

##### **16.2 Application for Re-Affiliation: North London Skydiving Centre Ltd**

Change of name from North London Parachute Centre Ltd, effective from 1 April 2010. Andy Scott proposed, and Martin Soulsby seconded, a motion to approve Re-Affiliation. The motion carried with no votes against. Chris Beattie and Craig Poxon abstained because they worked at the Club.

***Carried***

##### **16.3 Application for Re-Affiliation: Skydive London**

Change of Directors – Grant Richards and Jason Thompson no longer Directors. Adrian Bond proposed, and Richard Head seconded, a motion to approve Re-Affiliation. The motion carried with no votes against. Ian Marshall abstained because he worked at the Club.

***Carried***

**16.4 Application for Re-Affiliation: UK Parachuting (Sibson)**

Change of ownership of an ongoing operation: (1) Change of name from Skydive Airkix to UK Parachuting. (2) Change of Directors to Grant Richards and Jason Thompson Kieran Brady proposed, and Martin Soulsby seconded, a motion to approve Re-Affiliation.

**Carried unanimously**

**16.5 Application for Affiliation: Cornish Parachute Club Ltd**

Change of Directors. Paul Yeoman no longer involved. Additional new directors Ben Wood and Mrs C M Wood. Andy Scott proposed, and Adrian Bond seconded, a motion to approve Re-Affiliation.

**Carried unanimously**

**17/10 Condition of road surface of Wharf Way**

Martin Shuttleworth, Secretary-General, called attention to the poor condition of the road surface of Wharf Way, the private road that provided access to the BPA Office. He outlined the history and noted that the cheque last February for £628 to the road owners as a contribution to repairs had not been banked, he understood because the owners were waiting for contributions from all of the nine businesses that used the road. He had since ascertained that the freehold on the BPA's premises provided that the freeholder was liable for six per cent of the cost of upkeep of the road. Had this been applied last year, instead of the equal contribution of one-ninth that the owner had requested, it would have come to £340. However, the condition of the road surface was now worse than last year. The Council agreed that the BPA should pursue the matter with the owners of the road.

**Action: BPA Office**

**18/10 Budget for Action Plan 2010-11**

Weed Stoodley raised the point that the Action Plan budget (previously circulated to Committee Chairs), which included the budget for each Committee's Action Plan, had not been on the agenda for discussion tonight. The Council recognised that the historical percentage allocation of the available budget between each Committee may benefit from review in accordance with current needs. The Council agreed that this should be considered when Debbie Carter (Treasurer) and Jon Gretton (Financial Administrator) were present: and that it should ideally have been raised under the Finance item earlier in the agenda. Andy Scott said that in any case, the first requirement was for each Committee to consider its Action Plan targets. The allocation of a budget to each target could only reasonably be done after that.

Paul Ledden asked the Chairman that only duly notified items should be raised under AOB, per the specification on the agenda.

**19/10 Dates of next meetings**

Richard Head proposed, and Martin Soulsby seconded, a motion that the dates and location of Council meetings for the rest of the year should default to those suggested at item 8 of the agenda of this year's inaugural Council meeting, viz:

Tuesdays 23 February, 20 April, 22 June, 17 August, 12 October and 7 December (after the General Meeting) at 1830 at the BPA Office, 5 Wharf Way, Glen Parva, Leicester LE2 9TF.

**Carried unanimously**

The meeting closed at 2125.