

British Parachute Association

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The Council

Minutes of the meeting held on

Tuesday 22 June 2010 at 1845

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

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

Item Minute

35/10 Condolences

The Council recorded its sincere condolences to the families and friends of Brian Laithwaite and Emma Bramley who had lost their lives in a parachuting accident in the UK earlier this month.

36/10 Congratulations

The Council recorded its congratulations to Maggie Penny of Wild Geese Skydiving Centre on her award of MBE in the Queen's Birthday Honours. The award was in recognition of services to hockey and sport parachuting in Northern Ireland.

37/10 Chair

The Vice Chairman was in the chair for this meeting, hereafter referred to as 'the Chairman'.

John Smyth, Chairman of Council, had circulated an e-mail to Council members explaining his overseas commitments both for work and the WPC later this year. He had offered to stand down if Council wished. Council was grateful for the considerable work for the BPA and British sport parachuting that John Smyth was continuing to carry out, and wished that he should remain as Chairman.

38/10 Minutes

The minutes of the last meeting, held on Tuesday 20 April 2010, had already been ratified electronically by the Council. The ratified minutes had then been published on the BPA website on 7 May. The Chairman had signed the master copy as correct for the official record.

Ratified electronically

Council noted that, with reference to minute 24.2 Income & expenditure, Jim Crocker (a Vice President) has advised that the subscription to FAI paid by the Royal Aero Club was in Swiss francs, not Euros.

39/10 Matter arising: Condition of the road surface in Wharf Way (minute 23.3)

A reply about the potholes had today been received from Summit Engineering (Frankham Bros Ltd), owners of Wharf Way, a private road. They had requested £755.49 from the BPA and other organisations using the road for access, together with half that sum for residents, to cover the total repair cost of £6,799.43. The freehold on the BPA Office premises specified a contribution of 6% towards upkeep of the road. For the present repairs, this equated to £408.

After discussion, Kieran Brady proposed, and Martin Soulsby seconded, a motion that the Council would to pay the £755.49 that Summit Engineering had requested with a note that this was a gesture of goodwill beyond what the BPA was obliged to pay by its freehold, and that BPA looked forward to early rectification of the present unsafe condition of the road.

Carried unanimously

40/10 Management accounts and membership statistics

40.1 Membership

Membership statistics as follows had been circulated for the two-month period 1 April to 31 May:

	2010/11	2009/10	Variance
Full Members	3,752	3,825	-2%
Temporary Members (inc Jsat)	2,099	2,107	0%
Student Provisional Members	9,510	8,072	+18%

40.2 Income & expenditure

Management accounts for the eleven months to 31 May 2010, month 11 of the financial year, had been circulated in advance. There was a loss for the period of £33K. Debbie Carter (Treasurer) reported that the figures for the full financial year, on 30 June 2010, were not expected to show a loss.

Debbie Carter reported that Jon Gretton (Financial Administrator) would be meeting a second independent financial adviser to discuss the BPA's investment options on the basis of the investment capital being guaranteed. There was a limited product range. Debbie Carter believed the investment should be spread across different guaranteed-capital products and providers. The Council agreed.

41/10 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.

41.1 Communications Committee meeting on Tuesday 20 April 2010

There were no questions.

41.2 Development Committee meeting on Tuesday 20 April 2010

There were no questions.

41.3 Competitions Committee meeting on Tuesday 20 April 2010

There were no questions.

41.4 Safety and Training Committee meeting on Thursday 10 June 2010

In the absence of John Hitchen (STC Chair), Tony Butler (Technical Officer) offered to answer any questions on the draft STC minutes (circulated).

The Chairman recorded the Council's thanks to Tony Butler (Technical Officer) and John Hitchen (NCSO) who had investigated the recent double fatality (minute 35).

Andy Scott sought and received an update on two jumpers who had been seriously injured in incidents. Andy Scott and Steve Saunders asked Tony Butler about updated arrangements for instructors with foreign ratings.

Paul Applegate then proposed, and Paul Moore seconded, a motion to ratify the minutes of the STC meeting held on Thursday 10 June 2010. This carried unanimously.

Ratified

42/10 Headline issues from Committee meetings today

42.1 Communications Committee

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

- Agreed further measures to seek to stop the unauthorised use of the BPA logo on the website of a USA skydiving business.
- Received an update on the arrangements to recruit a new Editor of the Mag to be engaged by Archant Dialogue, subject to the Committee's approval. The intention was for the new Editor to shadow Lesley Gale on the August issue of the Mag, and take over for the October issue.
- Noted positive feedback on the June issue of the Mag.
- Recommended upgrading libel insurance to professional indemnity insurance after the existing libel insurance policy, which covered Lesley Gale and the BPA, finished when Lesley Gale stood down in August.

After discussion at Council, Martin Soulsby proposed, and Craig Poxon seconded, a motion that the BPA should take out the Hiscox professional indemnity policy in August at pro rata to an annual premium of no more than £1,500 excluding tax.

Carried unanimously

- Approved the printing and distribution to all Affiliated Centres of eight posters on safety and BPA information themes that had been developed by Andy Scott. This was a Communications Action Plan target for the year 2010-11.
- Deferred final consideration of the three-year contract with Archant Dialogue until the next meeting in August to allow time for Archant Dialogue and the BPA staff to discuss updating the functionality of the BPA membership database.
- Noted from Adrian Bond and the Office that plans for the next AGM on Saturday 22 January 2011 at the Hilton Coventry were progressing. The Reebok Stadium in Bolton was likely to be the venue for the 2012 AGM. It offered a larger function room than an hotel.
- Web streamed the meeting live and recorded it for later viewing on demand, courtesy of Craig Poxon. This trial had originally been intended for two meetings but Martin Soulsby now planned to extend it to a third, the August meeting, as the first meeting had been streamed live but not recorded. The Council agreed.

42.2 Development Committee

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

- Been pleased to note that Andy Scott had secured from the BPA's brokers, Manson Insurance Brokers Ltd, an offer to sponsor free-of-charge travel and medical insurance (including repatriation) for members of the British National Team.

The Council was aware that each member of the national team currently paid for his or her own personal insurance, therefore this would be an additional benefit through the BPA specifically to that group. John Horne said he understood it to be a separate policy from the BPA's third party public liability insurance, such that if there was a large claim on the travel/medical policy it would not risk increasing the premium for members' third party

insurance. Debbie Carter asked for and received confirmation that the Competitions Committee would oversee to whom insurance for members of the national team would apply.

Andy Scott proposed, and Kieran Brady seconded, a motion that the Competitions Committee should pursue negotiations with Mansons Brokers with the help of the Insurance Working Group of the Development Committee.

Carried unanimously

- Noted that the draft letter of agreement with the BPA Shop (franchised to UK Parachute Services Ltd) needed to exclude reference to the BPA Shop supplying the uniform for the British National Team, as Weed Stoodley had pointed out that the Competitions Committee had made other arrangements.
- Sent an e-mail to all Centres to advise them of the date and venue of this year's annual BPA meeting for Drop Zone Owners and Operators as Tuesday 9 November 2010 at Walcote Village Hall, Lutterworth, Leicestershire.
- Noted that the Chairman of Council had now received replies from all four Vice Presidents about their roles. All appeared to be content with the current arrangements.
- Agreed to publish the results of the survey of lapsed members on the BPA website.
- Decided not to continue to appoint BPA Reps to the Sport England Regions after the next AGM. This was because most of the regional sports bodies that used to serve the English regions no longer existed.
- Noted that the CH video supported by the Airkix Fund was now in its second draft.
- Completed its Action Plan 2009/10 and moved on to that for 2010.11. A new target was to research the provision and adequacy of information / courses for first-aiders at Drop Zones. Kieran Brady would be taking this forward, initially by contact with Dr John Carter, BPA Medical Adviser.

42.3 Competitions Committee

Steve Saunders (Competitions Chair) reported that at its meeting this afternoon, the Competitions Committee had:

- Been frustrated by continuing delays in obtaining formal invitations from Russia to obtain Russian visas for the FS/CF/Artistics WPC in Menzelinsk, Tartarstan, Russia, from 31 July to 6 August 2010.
- Noted that the UK Delegation to the CP WPC, from 7 to 15 August 2010 in Kolomna, Russia, was now down to 3 or 4 competitors. As such, a Head of Delegation would not be required and one of the competitors would take on the role.
- Responded at some length to a letter forwarded by competitor Mark Skarratts on 19 May about CF Grand Prix at South Cerney on 15-16 May. The letter had also been forwarded to the Council. Mark Skarratts had been in attendance at the Competitions Committee meeting, and the issues he had raised had now been resolved.
- Been asked by FS Team Satori, a funded team who had attended the meeting, for more funds as they had spent out on training. The Committee had decided that additional funding could be offered, due to its funding underspend in other areas, and that this should be distributed to all funded competitors, not just those in Team Satori. The additional funding the Committee had recommended, subject to Council approval, was £500 each from the already-agreed competitions budget.

After extensive discussion at Council, at which a number of reservations were voiced, Steve Saunders proposed, and Weed Stoodley seconded, a motion that all 20 of our funded competitors for WPC 2010 should receive an additional £500 each from the BPA for training. The payment would be sent with a letter stating the competitor was under a duty to give something back to the sport by providing free-of-charge coaching after the world meet at BPA

Skills Coaching Roadshows for non-seniors. The vote was 9 in favour, 2 against (Paul Ledden and Paul Moore).

Carried

43/10 European update

Paul Moore (President, EPU) reported that he had recently attended a general meeting of Europe Air Sports. Two issues had emerged (i) use of unmanned aerial systems in both controlled and uncontrolled airspace; and (ii) EASA's implementation of functional airspace blocks in areas of peak traffic. This currently affected airspace above 19,500 feet but was planned progressively to come down first to 9,500 feet, then to ground level. It would be likely to affect sport parachuting adversely in those areas within the airspace block. EPU would therefore monitor developments and make representations when appropriate.

Spain had now joined EPU. Paul Moore hoped that Sweden, Denmark, Belgium and Portugal would join next. EPU currently held funds of 11,143 Euros, but needed to pay 9,500 Euros of this as its subscription to Europe Air Sports (EAS). Paul Moore had highlighted to EAS that its board included no expertise in skydiving.

Kieran Brady reported that EASA had received around 9000 responses to its consultation on notices of proposed amendments (NPAs), which had so overwhelmed them they had not yet been able to reply. EASA had therefore established a series of working parties peopled by volunteers to consider the responses, which was likely to extend the timetable, possibly by several years.

The Chairman thanked Paul Moore, Kieran Brady and Tony Knight for the important work they were continuing to carry out on pan-European airports regulation.

44/10 Draft Articles of Association

A draft update of the BPA's governing instrument, in the new format of Articles-only - now permitted by the Companies Act 2006 - had been circulated with the agenda, with a paper that set out a number of points for Council to consider. The Articles had been drafted by Co-operatives UK Legal Services, and the paper for Council by Weed Stoodley and Martin Shuttleworth (Secretary-General). A second draft would now be prepared based on Council's decisions, and sent to the Vice Presidents for comment, coming before Council again at the next meeting. Once Council was content to recommend the draft to the membership for adoption at the AGM, this would be included in the AGM 2011 agenda as an item of special business and the draft published as an insert to the Magazine.

Ongoing

45/10 Report on the Royal Aero Club

There was no report on RAeC activities.

Weed Stoodley asked whether the BPA might provide photographs of the RAeC Medals & Awards presentations to recipients whom the BPA had nominated. The Council decided against this because RAeC provided award recipients with details of how to obtain photographs direct from the official event photographer.

46/10 Correspondence

(i) A letter dated 19 May from Sam Lee, Chair of BCPA, had been circulated in advance. It asked Council to consider donating a complimentary BPA membership as a raffle prize at the BCPA Nationals. The Council was keen to encourage BCPA but mindful that donating a free membership to a particular group of BPA members would be likely to create a precedent. Andy Scott therefore proposed, and Kieran Brady seconded, a motion to offer the winner of the BCPA Nationals a one-to-one free-of-charge coaching session with a BPA Skills Coaching Roadshow coach. The vote was 10 for and 1 against (Martin Soulsby).

Carried

Andy Scott would reply to Sam Lee.

Action: Andy Scott

(ii) A letter to the Chairman of Council received on 10 June from Chris Daniell praising the Centre for its handling of the recent double fatality (minute 35) was noted with thanks.

(iii) A letter from Tim Ricketts dated 10 June suggesting a mandatory increase in BPA membership subscription to establish a benevolent fund was noted. In 2003, the Council had considered the idea of establishing a benevolent fund and decided against it (minute 14/03). Council believed that a mandatory levy on membership subscriptions would not find favour among the membership, whereas voluntary donations were a different matter, as evidenced by contributions to the regional air ambulance service in the case of the recent double fatality (minute 35). Moreover, BPA Members were now covered by death and critical injury insurance of £15,000 each.

47/10 Staff

The Chairman said this item would be held in camera. Staff left the room.

The Employment Committee had met immediately before the Council meeting. Weed Stoodley (Staff Liaison Officer and Chair of the Employment Committee) reported on the recommendation of the Employment Committee on the annual review of staff pay. The Council unanimously agreed to support the Committee's recommendation, which was to increase staff pay by three per cent with effect from 1 July 2010.

The meeting then resumed in open session and the Chairman reported the outcome. Tony Butler thanked the Council on behalf of the staff.

48/10 Office telephone system

Debbie Carter (Treasurer) reported that Jon Gretton (Financial Administrator) was considering a new telephone system for the BPA Office for a similar cost to the current one. Andy Scott, who worked in telecoms, offered to review the new system that was being considered. Debbie Carter would put them in touch.

Action: Treasurer / Andy Scott

49/10 External grants

Steve Saunders (Competitions Chair) reported he would put a junior accuracy competitor in touch with John Horne for advice on any possible sources of external funding.

50/10 Dates of next meetings

Tuesday 17 August, Thursday 14 October and Tuesday 7 December (after the General Meeting) at 1830 at the BPA Office, 5 Wharf Way, Glen Parva, Leicester LE2 9TF.

The meeting closed at 2212.

Ratified by the Council and published on 3 July 2010.