

British Parachute Association

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DEVELOPMENT COMMITTEE

Minutes of the meeting held on
TUESDAY 22 AUGUST 2000 at 1600
at the BPA Offices, 5 Wharf Way, Glen Parva, Leicester

Present:	Ian Midgley	-	Committee Chairman
	Mike Allum		
	Kieran Brady		
	Dave Hickling		
	Lofty Thomas		
	Richard Tregaskes		
In attendance:	Chris Allen	-	Chairman of Council
	Tony Butler	-	Technical Officer
	Jon Gretton	-	Financial Administrator
	Martin Shuttleworth	-	National Administrator
	Glen Turnbull	-	Development Officer
Apologies for absence:	Tye Boughen		
	John Hitchen	-	NCSO (away instructing)

ITEM MINUTE

D20/00 Minutes

Richard Tregaskes proposed, and Dave Hickling seconded, that the minutes of the meeting of the Development Committee held on 20 June 2000 be approved as a correct record. This was carried unanimously.

Approved

D21/00 Matters arising

21.1 Disposal of FXC's (minute 17)

Ian Midgley reported that he had contacted FXC in California and they were not interested in purchasing the G-moded FXCs whose value was less than the cost of postage. Invoices had been issued for the J-moded FXCs still in use by BPA affiliated Drop Zones and payments were now being received.

21.2 Regional Representative's Website (minute 18 F)

Lofty Thomas reported that he had been in touch with a regional representative about the wording of an advertisement for his business on a services website, which included a reference to the BPA. The advertisement had now been removed.

21.3 DZ Operators' Survey (minute D19)

The analysis of survey returns had now been completed and a summary circulated. This had identified a number of subjects on which DZ operators would find a BPA-organised half or one-day course to be helpful. Such courses might be run at the Leicester Office during the winter (rather than on or near the day of the AGM which was already very busy). Glen Turnbull (Development Officer) was identifying possible individuals or organisations to present the courses.

Action: Glen Turnbull

21.4 One jump vouchers (minute D19)

The Chairman reported that the contract between the BPA and Tony Knight for Tony Knight to sell BPA one jump vouchers had now been finalised and was available for inspection by the Committee.

D22/00 Website development

The Chairman reported that a facility for classified advertising was being prepared for addition to the website. There would be two rates for advertisers, one for individual members and the other for commercial companies such as manufacturers, etc. This would start to generate income from the website, and was a first stage towards the objective of making the website self-funding.

The Communications Committee at its meeting today had agreed that John Saunders and Glen Turnbull should hold exploratory discussions with the company 'Smartgroups.com' to discuss website development strategy.

The Operations Manual was available for downloading from the safety pages of the website. These pages were co-ordinated by Tye Boughen with the content overseen by the Chairman of the Safety and Training Committee. The safety pages were effectively a self-contained subsite within the main BPA website.

Ongoing

D23/00 Mailing List

Glen Turnbull reported that he did not believe it to be appropriate to pursue possible sale of mailing or contact data from the BPA membership database, at least for the present. This was noted by the Committee.

No further action

D24/00 Office computer cabling

The computer network cabling in the office lagged a generation behind the hardware and software. It needed to be upgraded from old coaxial to new category 5 cabling before there could be any further development of the computer system, the last upgrade of which had come under budget. The installation of up-to-date cabling would increase the performance

and reliability of the network. Richard Tregaskes had reviewed three quotations obtained by the office. Mike Allum proposed, and Richard Tregaskes seconded, that the cabling should be upgraded in the autumn (when downtime would be less of a problem) at a cost of approximately £2K.

Carried unanimously

D25/00 Areas of responsibility

25.1 Advertising

Kieran Brady reported that he had received a lot of material to filter, but that there was nothing of relevance to bring to the Committee's attention.

25.2 Coaching for the future

In Tye Boughen's absence, there were no coaching matters to be discussed.

25.3 UK Sport

Mike Allum reported that a report on drugs testing had been received, and the office confirmed that the full report would be sent to Dr Carter, BPA Medical Adviser.

Action: BPA Office

25.4 Insurance

In answer to a question from Kieran Brady, the Committee confirmed that the BPA had no current plans to increase the maximum amount of its public liability insurance cover. Should this need to be considered, the BPA brokers would be expected to raise the matter.

25.5 Sport England/CCPR

Richard Tregaskes reported on a number of seminars being offered by Sport England and CCPR. One in particular, a Sport England seminar on 'Selling your sport in the marketplace' might be of interest to DZ operators and he asked that details should be included in the next DZ mailing.

Action: BPA Office

The Committee confirmed that any bid for Sport England lottery funding for an extension to the BPA office would be for not less than the maximum percentage of funding, 75%. The Committee did not consider now to be the best time to make a bid for lottery funding – the position would continue to be monitored.

Action: Ongoing

25.6 Regional Representatives

Lofty Thomas had received a request from the Federation of Yorkshire Sports for a member of their Executive Committee to come to a BPA meeting to better understand the work of the BPA. Chris Allen suggested that a meeting at a Drop Zone in Yorkshire might be most beneficial, to see the BPA in operation at the front line. Lofty Thomas agreed to liaise with DZ operators in the region to see whether one of them would be happy to host such a meeting.

Action: Lofty Thomas

D26/00 Car mileage rate

The Chairman reported that the mileage rate for the use of cars on BPA business had increased by 3%, which was approximately 1p per mile, with effect from 1 July. This was in accordance with the policy of the Council of an annual adjustment for inflation.

D27/00 Investment of BPA funds

The Chairman reported that the HSBC capital-protected investment bond had the best track record and most reasonable charges of a number of similar products from different financial institutions that Jon Gretton (Financial Administrator) had investigated in consultation with Debbie Carter (Treasurer).

Jon Gretton reported that he had later this week to see the representative of one more investment company, but their product appeared unlikely to be better than the HSBC bond in terms of return and access.

The Chairman reported that it was considered, after consultation with the Treasurer, that £200,000 should be invested in a 3-year HSBC bond and the same amount in a 4-year bond. This was deemed prudent, as in the event of early termination capital protection would be forfeited. Kieran Brady proposed, and Lofty Thomas seconded, a motion that an investment of £20,000 each in 3 and 4 year HSBC capital-protected bonds should be recommended to the Council. The motion carried unanimously.

Action: Recommend to the Council

The cut-off date for investment in the current issue of the HSBC bonds was 16 October 2000. As this was such a major investment, the Chairman of Council wished the full Council to have the opportunity to consider and vote on it.

D28/00 Date of next meeting

Tuesday 17 October 2000 at 1600 at the BPA Offices, Glen Parva, Leicester.

The meeting closed at 1710.

Distribution:

Council
Vice Presidents
Treasurer
Tony Butler - Technical Officer
John Hitchen - NCSO
Martin Shuttleworth – National Administrator
Jon Gretton - Financial Administrator
Glen Turnbull – Development Officer
Lesley Gale - Editor, Skydive Mag