

# 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



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## Development Committee

Minutes of the meeting held on  
**Tuesday 21 February 2006 at 1320**  
at the BPA Offices, 5 Wharf Way, Glen Parva, Leicester

<b>Present:</b>	Kieran Brady John Horne Eddie Jones Mark Maynard John Page Mike Rust Elizabeth Stoodley	Chairman      Media Co-ordinator
<b>In attendance:</b>	Tony Butler Lesley Gale Jon Gretton John Hitchen Martin Shuttleworth	Technical Officer Editor, <i>Skydive Magazine</i> Financial Administrator NCSO Secretary-General
<b>Apology for absence:</b>	Tony Goodman	

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### Item Minute

#### 01/06 Minutes

In item 38 of the draft minutes, the locations of the two UK wind tunnels had been transposed in error. This was corrected to read 'the Airkix wind tunnel in Milton Keynes' in the first paragraph, and 'the Bodyflight wind tunnel in Bedford' in the second paragraph.

With this correction, Eddie Jones proposed, and Elizabeth Stoodley seconded, a motion that the minutes of the meeting of the Development Committee held on Tuesday 6 December 2005 be approved as a correct record.

**Approved**

#### 02/06 Matters arising

##### 2.1 Wind tunnels (minute 38.1)

John Page reported that he was working on obtaining display material on skydiving for use at the Bodyflight wind tunnel in Bedford.

**Action: John Page**

##### 2.2 Display team links on the BPA website (minute 41)

Construction of a new page on the BPA website featuring links to Registered Display Teams' own websites was in progress.

**Action: BPA Office**

#### 03/06 Wind tunnels

The Chairman reported that he had had a meeting at the AGM with Simon Ward of the Airkix wind tunnel. Eddie Jones and John Smyth had also been present. It had been agreed that it would be helpful for Simon Ward to have someone on the 2006 Council to represent him at BPA meetings. Andy Scott had been suggested, and he had agreed to take on the role. The Chairman had said at the meeting that any offer made to the BPA for the benefit of the Membership would be welcomed with open arms by this Committee and the Council.

However, if any such offer a policy issue on promotion or marketing, this would have to be considered by the full Council after consultation with other stakeholders such as the Drop Zone Operators. He said that Simon Ward had accepted this.

John Page, Paul Moore and Elizabeth Stoodley said that Andy Scott should be asked by this Committee to liaise with both the Airkix and Bodyflight wind tunnels. They believed it was important for the BPA to treat both tunnels equally.

Shortly after the meeting at the AGM, on 23 January, Andy Scott had set out a plan to progress a proposal by Simon Ward that BPA Members who took three paying friends to the Airkix wind tunnel would be rewarded with 10 minutes' tunnel time free-of-charge. The plan included an announcement in *Skydive Magazine* and a link from the BPA website to the Airkix wind tunnel website.

The Chairman said that the proposal from Simon Ward was for the BPA to advertise his offer without charging, as it would for normal commercial advertising. This gave rise to a difficulty, because BPA Affiliated Drop Zones paid for their advertisements in the Magazine and on the BPA website. The Airkix wind tunnel offer was similar to a DZ offering free jumps if a jumper brought a small paying party of jumpers to the Drop Zone. In effect, therefore, the BPA would be making a significant financial contribution to the cost of the free wind tunnel time, by foregoing advertising income possibly running into four figures. There would, of course, be no issue if the Airkix wind tunnel took out Magazine and website advertising at the normal rates.

The Chairman said he would consult with Drop Zone Operators at their meeting later today about Simon Ward's marketing proposal. He would also discuss with Andy Scott the Committee's suggestion that he should extend his liaison role to cover both wind tunnels.

**Action: Chairman**

**04/06 Contract with the BPA Shop**

The Committee thanked Chris Allen for setting out a draft letter of agreement, based on the Committee's previous discussions (see minute 33.3 of 2005) on the operation of the BPA Shop between the BPA, as franchisor, and UK Parachute Services (UKPS) Ltd, as franchisee. The Committee agreed that the Development Chairman should now send the letter of agreement to UKPS.

**Action: Chairman**

**05/06 Development Action Plan: 1 July 2005 to 30 June 2006**

**5.1 Publish a BPA web page for Members to make the most of the media**

Elizabeth Stoodley reported that she had drafted an article on dealing with the media for publication in *Skydive Magazine*, which she had sent to Lesley Gale, Editor. Once the article had been published, and in the light of any feedback it generated, Elizabeth Stoodley planned to develop the webpage for Members on how to get skydiving news into the media, this being a Development Action Plan target.

**Action: Elizabeth Stoodley**

**5.2 Research the potential of re-launching the BPA Affinity Credit Card**

The Chairman said that Adrian Bond, who was progressing this target, had unfortunately not been elected onto the Council for 2006. The Committee therefore decided to co-opt Adrian Bond as a non-voting Member of the Development Committee 2006 in order that he could complete work on this project.

**Action: Adrian Bond**

John Horne asked whether a number of credit card companies had been approached. The Chairman said they had not, because this was a re-launch of an existing BPA affinity credit card – it was an historic situation. John Horne said that it demonstrated that the BPA was prepared to do a deal with a commercial organisation, in this case the card issuer MBNA Europe Bank Ltd.

### **5.3 Support and encourage Clubs & Centres to run safety evenings**

A draft had been circulated of a letter to Affiliated Clubs & Centres to invite bids for at least five grants of up to £100 each as a contribution to the expenses to run a safety evening. Mike Rust said that he planned to run a safety evening at his own centre, for which he would not call on BPA funding because the speaker was local and would not therefore incur significant travel expenses. The Chairman said that he was looking for a volunteer from the Committee to take forward this project. In the meantime, the Office would issue the letter to invite Clubs & Centres to make grant applications.

**Action: BPA Office**

## **06/06 Areas of responsibility 2006**

### **6.1 Advertising**

The Chairman said he would continue his watching brief over advertising and marketing literature received by the BPA, in order to call to the attention of the Committee anything he thought might potentially be of interest. There were no items for consideration at present.

### **6.2 UK Sport / Sport England / BPA Regional Reps to Sport England**

Mark Maynard kindly agreed to keep a watching brief for the Development Committee over the above areas for 2006. The Chairman noted that the BPA's response to UK Sport's proposed cut in the BPA's exchequer grant this year had secured two further years of funding at the current rate of £25,000 followed by a third year, in 2008/9, of funding at half this rate. UK Sport funding before would then cease – although there would continue to be an opportunity to bid for funding under the UK Sport's World Class Success scheme if the British delegation did well at this year's World Parachuting Championships.

### **6.3 Central Council of Physical Recreation**

The Chairman said he would invite Adrian Bond to continue to oversee liaison with CCPR should he accept co-opted to the Development Committee for 2006 (minute 5.2 refers).

### **6.4 Insurance**

The Committee co-opted David Hickling as a non-voting Member of the Development Committee to continue his work as Chairman of the Insurance Subcommittee for 2006.

Paul Moore asked to join the Insurance Subcommittee. The Chairman thanked him for his interest and said he would be pleased to liaise with David Hickling.

**Action: Chairman**

### **6.5 Media**

Elizabeth Stoodley, Honorary Media Co-ordinator, gave an update on recent positive media coverage of skydiving. She said that she had recently taken on the role of Artistic Discipline Rep on the Competitions Committee, which had left her with little spare time to continue as Media Co-ordinator. She therefore suggested that Julian Storey, an authorised parachute pilot at Netheravon and Skydive Jersey, should take over the role of BPA Media Co-ordinator from her, which he had kindly offered to do. Elizabeth Stoodley proposed that the Committee should co-opt Julian Storey to enable him to carry out the role of Media Co-ordinator, under her initial guidance to help to ensure a smooth handover. Unfortunately, Julian Storey had not been free to come to meet the Committee today. The Chairman believed it to be important in the first instance for the Committee to meet Julian Storey, and asked Elizabeth Stoodley whether she might kindly be able to arrange for him to come to the next meeting.

**Action: Elizabeth Stoodley**

## **07/06 Development Action Plan: 1 July 2006 to 30 June 2007**

The Chairman reported that the budget allocation for the Development Committee's Action Plan for 2006/7 was up to £3391.

### **7.1 Enhance income streams**

The Chairman suggested that a budget of £1K should be allocated for a group to review the loss of UK Sport exchequer funding from 2009 (minute 6.2 refers) and consider other income streams at least to make up for this 'lost' funding. He reported that both John Smyth, Competitions Chairman, and Andy Scott, Competitions Vice Chairman, had expressed a

willingness to be part of the review group. The Chairman said this was important as a significant part of the BPA's discretionary expenditure was related to competitions. John Horne, Mark Maynard and Paul Moore all volunteered to join the review group. The Chairman asked that the review group should meet at the BPA Office, with a member of BPA staff present, to give input. He also asked that the review group should meet on the same day as Council meetings in order to make the most effective use of Members' time and to keep travel costs to a minimum.

The Committee agreed to this target, with a budget of £1K, being included in the Development Action Plan for 2006/7 to be recommended for formal ratification at tonight's meeting of the full Council.

**Action: Recommend to the full Council**

#### **7.2 Run more safety evenings**

Elizabeth Stoodley proposed, and Eddie Jones seconded, a motion that a budget of £1K should be allocated in the Development Action Plan to provide grants of up to £100 each for ten safety evenings at Affiliated Clubs & Centres throughout the UK. The grant was intended to cover the travel expenses of specialist trainers to make presentations to Clubs & Centres that did not have local expertise. Allocation would be on the basis of first-come, first-served.

**Carried unanimously – Action: Recommend to the full Council**

#### **08/06 Dates of next meetings**

Tuesdays at 1430 at the BPA Office: 11 April, 13 June, 15 August, 10 October and 5 December 2006

The meeting closed at 1445.