

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



The Council

Minutes of a meeting of the Council held on
Tuesday 19 February 2002 at 1830
at the BPA Office, Glen Parva, Leicester

Present:	Chris Allen	-	Chairman
	Paul Applegate		
	Kieran Brady	-	Communications Chairman
	David Hickling		
	Eddie Jones		
	Ian Marshall		
	Ian Midgley	-	Development Chairman
	Craig Poxon		
	Jim White		
In attendance:	Debbie Carter	-	Treasurer
	Bev Fairhurst	-	Skydive Magazine
	Lesley Gale	-	Editor, Skydive Magazine
	John Hitchen	-	NCSO
	Martin Shuttleworth	-	National Administrator
	Lucie Wood		Development Officer
Apologies for absence:	Tony Butler	-	Technical Officer (TO)
	John Smyth	-	Vice Chairman/ Competitions Chairman

Item Minute

6/02 Composition

The Chairman welcomed those present to the first ordinary meeting of the Council 2002. Council Members were aware, from copies of correspondence previously circulated, that Barrie Buck had resigned from the Council on 30 January. This was because of his unforeseen move to a new post and location. The Chairman had written, on behalf of the Council, to wish him well. Andy Houston had also tendered his written resignation from the Council, with effect from 20 February. This was also for reasons of work, as he had just learned that he had secured a research contract based in France. The Chairman would write to convey the Council's best wishes to Andy Houston in his new post.

7/02 Minutes

7.1 EGM - Tuesday 11 December 2001

Paul Applegate proposed, and Ian Midgley seconded, a motion that the minutes of the EGM held on Tuesday 11 December 2001 be accepted as a true record, and this carried unanimously.

Approved

7.2 Council meeting - Tuesday 11 December 2001

Ian Marshall proposed, and Ian Midgley seconded, a motion that the minutes of the Council meeting held on Tuesday 11 December 2001 should be accepted as a true record. This carried unanimously.

Approved

7.3 AGM - Saturday 19 January 2002

Ian Midgley proposed, and David Hickling seconded, a motion that the minutes of the Association's 35th Annual General Meeting held on Saturday 19 January 2002 should be accepted as a true record. This carried unanimously.

Approved

7.4 Inaugural meeting of the Council 2002 - Saturday 19 January 2002

Ian Marshall proposed, and Jim White seconded, a motion that the minutes of the inaugural meeting of the Council 2002, held on Saturday 19 January 2002, should be accepted as a true record. This carried unanimously.

Approved

8/02 Matters arising

8.1 Re-write of Reserve Packing and Rigging Manual (minute 84/01)

The Chairman reported that Allan Hewitt had not met the Council's request that he either submit the finished Manual to a standard acceptable to the Riggers' Subcommittee, or return the Association's payment of £7050.

Allan Hewitt had however written to say that much work had already been completed but the project was still in progress. He had not given a completion date.

The Council noted a point in Allan Hewitt's letter that a manual of this type, by its very nature, would always be subject to review and update. However, this was not the issue here. The BPA had paid £7050 for work on a manual that had not yet been delivered. The manual should be up-to-date as delivered. The new manual would then be subject to ongoing review and update - just like the Operations Manual. In his letter, Allan Hewitt had also called attention to the total cost of the re-write having been agreed as £8000 + VAT - the payment of £6000 + VAT being the sum of £7050 inclusive of VAT that the BPA had paid to date.

The Council noted that delayed completion date of October 2001 that Allan Hewitt had agreed with the Riggers Subcommittee (minute 7 of the meeting of the Riggers Subcommittee on 7 June 2001 refers) had passed four months ago. The deadline of 11 January 2002, set by the Council at its meeting on 11 December 2001 (minute 84) for satisfactory completion and delivery of the re-write, or return of the Association's money, had also come and gone. Allan Hewitt had been advised of the date, time and venue of tonight's meeting in case he had wished to attend to state his case. The Council considered that it was now only reasonable, for all parties, to stop this matter dragging on still further and act to bring it to a conclusion.

Therefore, Kieran Brady proposed, and Paul Applegate seconded, a motion that the Association should write to advise Allan Hewitt that the Council expected him by no later than 31 March 2002 either (i) to complete and deliver the re-write of the Reserve Packing and Rigging Manual, to a standard acceptable to the Riggers' Subcommittee; or alternatively (ii) to return to the Association the sum of £7050 (inclusive of VAT) paid, on 30 November 1998, for this work. Failure to comply with this request would result in the Association declining to renew Allan Hewitt's membership effective from 1 April 2002.

For: 6 Against: 0 Abstentions: 2 - David Hickling and Ian Marshall

Carried

8.2 Policy on charity jumping (minute 85/01)

This matter, which had been raised by Tony Butler, would be considered at a future meeting when Tony Butler was present.

Action: Discuss at future meeting

8.3 Representatives for Sport England Regions (minute 3/02)

Tim Andrewes had, at the time, signified his agreement to continue as the Association's Regional Representative in the Sport England Northern Region. However, it was understood that he might now be moving and, if so, might not be able to continue. (Note: Tim Andrewes has advised that he will no longer be able to continue as Northern Rep. He further advised that Chris Francis is taking over his centre and is willing to take on the job should the BPA Council so wish.)

Action: Next meeting

9/02 Ratification of minutes of Subcommittees

The minutes of each of the following meetings had been circulated in advance.

9.1 STC meeting on 7 February 2002

John Hitchen (Chairman, STC) called attention to the following items in the STC minutes.

9.1.1 The Panel of Enquiry into a fatality at Hibaldstow had said that the individual who had carried out the student talkdown must do no further talkdowns until he had been re-briefed and tested by his CCI. This had now been satisfactorily completed, and the Panel was satisfied.

9.1.2 Following the recommendations of the Panel of Inquiry into the fatality of a first freefall student at Merlin Parachute Centre, STC had taken disciplinary action against the instructor. He had cleared the student to make the jump, when the student's logbook had shown that the student was not qualified to do so. The instructor was now required to teach only under direct supervision of a CCI-nominated instructor, and only up to category 8, until he had attended a CSBI course and passed the CSI written examination.

9.1.3 STC had taken disciplinary action against Andy Dixon, CCI at Merlin Parachute Centre at the time of the fatality in paragraph 9.1.2. He had had all his BPA instructor ratings withdrawn for a minimum period of ten years. If, at the end of that period, he wished to re-apply to become an instructor, he had first to obtain the approval of STC and then attend the relevant instructor courses. STC had specified that he should never again be allowed to act as a CCI. Lastly, he had been required to pay £1000 towards the cost of the Panel of Inquiry.

John Hitchen said that, in ratifying the minutes, the Council would expressly be ratifying the above decisions of STC. Paul Applegate then proposed, and Kieran Brady seconded, a motion that the minutes of the STC meeting held on 7 February 2002 should be ratified and this carried unanimously.

Ratified

David Hickling then gave a verbal report on the progress of the RAPS Panel of Inquiry, which he chaired. A great deal of work had been undertaken by the Panel, which had benefited from a true spirit of help and co-operation from many people within the BPA. Ian Rosenvinge's Panel of Inquiry into a fatal accident had been extremely helpful and, now that that Panel had virtually completed its work, some of its Members had transferred to the RAPS Panel. (The RAPS Panel was likely to be re-styled as the RAPS Working Party, better to reflect the nature of its work.) David Hickling also thanked Strathallan for making a valuable contribution to the RAPS Panel's practical research. Although the RAPS Panel's work was ongoing, it was already clear that exit procedures and techniques were likely to feature as a main issue in its conclusions. The work would be completed as soon as practicable given the need not to compromise quality by haste.

9.2 Communications Committee meeting on 11 December 2001

Kieran Brady proposed, and Ian Midgley seconded, a motion that the minutes of the Communications Committee meeting held on 11 December 2001 be ratified. This carried unanimously.

Ratified

9.3 Development Committee meeting on 11 December 2001

Ian Midgley proposed, and Kieran Brady seconded, a motion that the minutes of the Development Committee meeting held on 11 December 2001 be ratified. This carried unanimously.

Ratified

9.4 Competitions Committee meeting on 30 January 2002

A print out of an e-mail was tabled from John Smyth (Competitions Chairman), whose leg was in plaster following an injury last week. The Council wished John Smyth well for his recovery. He would still be able to come to Leicester to chair the next meeting of the Competitions Committee on Wednesday 6 March. John Smyth had also indicated that he was willing to take on the role of Classics Discipline Rep now that Andy Houston, who had been the Rep, had had to stand down (minute 6).

Ian Marshall (Competitions Vice Chairman) highlighted the main issues covered in the minutes of the meeting of the Competitions Committee held on 30 January 2002.

A key issue that had emerged was that accommodation for the World Championships in Gap, France, in 2003 was likely to be in extremely short supply. This was likely to become so much of a problem that accommodation was not being provided through the organisers - it was a case of each team making their own booking direct with the accommodation itself. Ian Marshall said he had colleagues in France researching the accommodation options, and he hoped that the Competitions Committee would be in a position to recommend to the next Council meeting that the BPA should pay a deposit for accommodation for a national delegation of about 60 competitors and accompanying persons. At the moment, it seemed likely that the most convenient accommodation might be in 'gites'. These were chalets, some of which might be big enough to sleep individual teams. John Hitchen (IPC Delegate) strongly supported the idea of booking accommodation early as he foresaw its scarcity as a major problem. He said there might be a test event at Gap this year, and that accommodation for 2003 needed to be settled ahead of that. The only risk involved in paying a deposit now would be if the World Championships in 2003 were to be cancelled, which was generally considered to be unlikely. The risk of our competitors having nowhere suitable to stay, or of having to travel large distances to and from the meet each day - and the consequent adverse effect on team performance and morale - was in his view significantly higher.

There followed a discussion in which Kieran Brady asked Council Members to desist from posting dates and venues of proposed Skills Coaching Roadshows on the Internet newsgroup until these had been ratified through the normal channels and promulgated officially.

To save time, with the support of the FS Discipline Rep Jim White, the Council ratified the 4-way intermediate dive pool 2002 for publication. This had been prepared in full consultation with Kate and Bob Charters and coaches.

Ian Marshall then proposed, and Paul Applegate seconded, a motion that the minutes of the meeting of the Competitions Committee held on 30 January 2002 be ratified. This carried unanimously.

Ratified

10/02 Reports on meetings held earlier today

10.1 Communications Committee

Kieran Brady, Communications Chairman, reported that the meeting of the Communications Committee held this afternoon had prepared the Communications Action Plan for 2002/3. It had heard updates on the BPA and Magazine websites. It had also agreed to consider, at its

next meeting, the suggestion of bringing forward the annual date of renewal of the editorial contract for the Magazine from October possibly to July.

10.2 Development Committee

Ian Midgley, Development Chairman, said that the Development Committee had met this afternoon to consider its Action Plan for 2002/3. He was delighted to report that Ian Marshall had attended to table the final draft of the CF Coaching Manual, the preparation of which Ian Marshall had co-ordinated with Aaron Jones of the Red Devils, with the help of valuable contributions from CF coaches throughout the country. Thanks were due to all concerned for this tremendous voluntary effort. It was the BPA at its best.

11/02 BPA Action Plan: 1 July 2002 to 30 June 2003 inclusive

The Chairman reminded the Council that the targets to be set out in the Action Plan, and their budgets, needed to be decided tonight. The completed plan had to be sent to UK Sport, to bid for funding, during March. The Association normally expected to hear the result of its bid from UK Sport during May. The Chairman thanked all of the Committees, and the staff, for their work in preparing the draft plans for each functional area of the BPA that were coming forward tonight for consideration and consolidation into a unified plan covering the whole of the Association. The Council made slight variations to the draft explanatory wording supporting certain of the targets as they were each considered in turn.

11.1 Safety and Training Targets 2002/3

- 1 Increase the number of tandem instructors - budget £15K
- 2 Enhance RAPS safety equipment - budget £25K
- 3 Review and update current RAPS front-line instruction techniques - budget £25K

Total Safety and Training Action Plan budget: £65K

Proposed by David Hickling, seconded by Paul Applegate.

Carried unanimously

11.2 Development Targets 2002/3

- 1 Enhance RAPS safety and equipment and review and update current RAPS front line instruction and techniques. With reference to targets 2 and 3 from in Safety and Training (minute 12.1) - budget £150K
- 2 Develop a Freely coaching qualification - budget £2K.
- 3 Develop an Advanced Canopy Control (i) qualification/syllabus (ii) coaching qualification - budget £2K.
- 4 Explore the feasibility of Skydiving being recognised as a Paralympic sport - budget £500.

Total Development Action Plan budget: £154.5K

Proposed by Ian Midgley, seconded by David Hickling.

Carried unanimously

11.3 Communications Targets 2002/3

- 1 Continue to train staff to update the BPA and *Skydive Magazine* websites - budget £15K
- 2 Expand existing websites - budget £3.5K

Total Communications Action Plan budget: £18.5K

Proposed by Kieran Brady, seconded by Ian Midgley.

Carried unanimously

11.4 Competitions Targets 2002/3

- 1 Win Medals at World Championships - budget £65K
- 2 Further enhance the skills of Junior and Intermediate Athletes - budget £20K
- 4 Increase the pool of (i) Trainee Judges, (ii) National Judges and (iii) International Judges - budget £10K

Total Competitions Action Plan budget: £95K

Note: The Competitions Committee had submitted a two-year budget for Target 3, in support of which Ian Marshall made strong representation. The Chairman said that, although it was quite reasonable to make reference to this being the first year of a two-year target, it was a requirement of UK Sport that an Action Plan had strictly to apply to the period set out in its heading - 1 July 2002 to 30 June 2003. The budget figures attached to each target had therefore to apply specifically to this period. The Chairman explained that this was a protocol required by UK Sport, and any deviation from it would inevitably weaken the Association's bid. The Council did not wish to weaken the bid, and decided that the Action Plan must adhere wholly to the format required by UK Sport.

The Chairman suggested, and the Council agreed, that competitions targets 2 and 3 would benefit from quantification if at all possible - ie, the addition of numbers to each target against which outcomes could be measured.

Proposed by Ian Marshall, seconded by Paul Applegate.

Carried unanimously

11.5 Administration Targets 2002/3

- 1 Improve skills of technical staff in risk assessment - budget £1K
- 2 Install an entry phone and electronically controlled front door lock at the BPA Office - budget £1K
- 3 Research and, where appropriate upgrade, the office computer (i) operating system, (ii) software, and (iii) firewall protection - budget £6K
- 4 Carry out a fire safety risk assessment of the fixed wiring installation at the BPA Office - budget £2K
- 5 Improve BPA office premises - budget £3K

Total Administration Action Plan budget: £13K

Proposed by Paul Applegate, seconded by Jim White.

Carried unanimously

11.6 Prioritisation of targets

Kieran Brady noted that the total budgeted spend on the Association's Action Plan 2002/3 was £346K. There was a realistic hope of exchequer funding of £45K from UK Sport, although even that modest sum was in no way guaranteed. The largest single cost in the Action Plan was to resolve the RAPS Safety issue, which accounted for a budget of £50K in STC (for investigation, review and report, etc) and a further £150K in Development (to implement the recommendations to be made by STC). In his view, this was expenditure was an essential investment to make our sport safer. No reasonable person with knowledge of the issues could possibly disagree that it had to be done. It was a very large budget, but

entirely justifiable as a quite proper call on the Association's carefully managed financial reserves.

Kieran Brady then contrasted the budgeted spend on improving RAPS safety with what he saw as an entirely discretionary spend of £65K to fund top teams to attend the World Championships. He questioned whether the Competitions Committee recognised the importance of expenditure in other areas, and the fact that these calls for funding were all competing for the same finite resources of the Association. Ian Marshall assured the Council that the Competitions Committee was always mindful of this, and had put forward what, in its view, was a reasoned and responsible Action Plan for the area of the Association's affairs that it was charged to look after. It bore comparison with last year's competitions budget, and it was perhaps a little unfair to suggest that competitions funding should necessarily suffer because of a high spend in another area - albeit the area of safety, which the Competitions Committee would be the first to agree was an absolutely essential and entirely proper call on the Association's resources.

12/02 Club Reps

There were no reports from Club Reps because it was winter. A draft role description for Club Reps, prepared by Mike Allum and Martin Shuttleworth, had been circulated and was agreed by the Council. Craig Poxon (Southern Club Rep) asked for guidance on a definition of the regions north, central and south. The Chairman suggested that these should best be determined informally, and for the time being, by liaison between the Club Reps currently in post. The Chairman said he would be reluctant for the BPA officially to lay down regional boundaries as it was a good idea to retain some flexibility for other contexts in which the question of such boundaries might arise.

13/02 Report on the Royal Aero Club

In John Smyth's (BPA Delegate to RAeC) absence, Ian Marshall (Alternate Delegate) reported on the RAeC meeting held on 15 January 2002. As the BPA Chairman had already reported to the AGM, the BPA had been successful in nominating two of our Members, Alistair Hodgson and Lofty Thomas, for the award of the RAeC Silver and Bronze Medals respectively. The BPA Council conveyed its heartiest congratulations to both of the award winners on their achievements. The RAeC Awards presentation was due to take place at the Middle Temple Hall in London on Thursday 18 April.

RAeC had discussed with some concern the implications of European control, which were likely to see the CAA become the UK arm of a Europe-wide authority. As few countries in Europe regulated their own sports, it was important for the custom and practice of the UK to be recognised and respected in any moves towards greater European co-ordination. Tony Knight was continuing ably to represent the BPA on the RAeC's Parliamentary Committee, which was carefully monitoring the situation and lobbying as appropriate.

Finally, Ian Marshall reported with regret that one of the RAeC's other member organisations was suffering from financial difficulty, which appeared to be due to its level of insurance claims.

14/02 Applications for Re-Affiliation

14.1 North London Parachute Centre Ltd

Change of CCI to Mike Rust, effective from 1 February 2002. Proposed by Ian Midgley, seconded by Kieran Brady.

Carried unanimously

14.2 Merlin Parachute Centre

Change of CCI to Trevor Dobson. Proposed by Ian Midgley, seconded by Eddie Jones.

Carried unanimously

14.3 Skydive St Andrews

Change of CCI to Alan Wilkinson. Proposed by Jim White, seconded by Craig Poxon.

Carried unanimously

14.4 Border Parachute Centre

An application for Re-Affiliation from Border Parachute Centre had been circulated, listing a change in CCI and a change of Directors. The nominated new CCI, George McGuinness, was not yet available to fulfil this role. Chris Francis was the new Director. John Hitchen said that the Centre would remain with its existing Director, Tim Andrewes, until the new arrangements were in place and in full compliance with the Operations Manual.

Kieran Brady therefore proposed, and Ian Midgley seconded, a motion that the Council hereby delegate specific authority to the NCSO and TO formally to authorise the Re-Affiliation of Border Parachute Centre to the BPA, without further reference to the Council, once they were satisfied that the new arrangements at the Centre complied with the requirements of the BPA Operations Manual.

Carried unanimously

15/02 Applications for Association

15.1 Skydive Elsinore

UK Centre to accept students: APA Netheravon.
Proposed by Ian Midgley, seconded by Kieran Brady.

Carried unanimously

15.2 Skydive Lake Wales

UK Centre to accept students: London Parachute School.
Proposed by Ian Midgley, seconded by Kieran Brady.

Carried unanimously

16/02 AGM 2002 debrief

The Council noted correspondence relating current negotiations between the BPA Office and the Hanover International Hotel, Hinckley, relating to rates for the BPA's next AGM, to be held on Saturday 18 January 2003. The office had carried out an extensive search of comparative rates at other venues, both direct and through event booking agencies. This had found the existing venue still to offer the best overall value, despite a few price anomalies which were being discussed with the hotel. Ian Marshall thanked Martin Shuttleworth (National Administrator, for a well-organised event last month and for the professional nature of the negotiations he was conducting with the Hotel to secure the best possible deal for the Association and its Members for next year.

17/02 Development Officer - particulars of employment

Ian Midgley reported that until now, the Association's Development Officer, Lucie Wood, had been employed on an annual contract. She was now on her second contract, which ran consecutively to the first. There appeared to be no difference to the BPA in terms of its obligations as employer in switching from an annual contract to a rolling contract, that is the same type of contract that applied to all other staff posts within the Association. Lucie Wood indicated that she would be content to accept such a contract. Ian Midgley therefore proposed, and Paul Applegate seconded, a motion that Lucie Wood should be offered a standard rolling contract of employment instead of the current annual contract, thereby bringing the employment particulars of the Development Officer fully into line with those of the other, longer-established, staff posts.

Carried unanimously

18/02 UK Sport: National Anti-doping Policy

UK Sport had written to the Chairman on 7 February with a copy of the final version of the National Anti-Doping policy for sport in the UK. This was based on the International Standard for Doping Control. UK Sport required the BPA, as a National Governing Body, to sign up to the policy statement, and follow an action plan to comply with it, as part of the conditions of UK Sport recognition, including funding. UK Sport's Anti-Doping Directorate would ensure monitoring and ongoing compliance with the policy. This would include provision for random

drug testing at competitions. Compliance with the policy included setting out a disciplinary procedure for any competitors who tested positive.

The Council agreed that the BPA must, in principle, comply with this requirement of UK Sport. The first stage was to complete UK Sport's registration form and the annual plan of anti-doping activities 2002-3, which both needed to be returned to UK Sport by 1 March 2002.

UK Sport had supplied extensive papers on anti-doping, which would need to be considered by the Competitions Committee, with a copy to Dr John Carter, the BPA's Medical Adviser. It was important that a copy of any policy to which the BPA signed up should be available to competitors, and that there should be adequate references to it in the rules for National competitions, to which it appeared the anti-doping provisions applied. Equally, competitors should have easy access to lists of substances covered by the policy, together with easy-to-understand advice on how to avoid pitfalls with substances on the proscribed list that were nevertheless contained in over-the-counter medicines. A good example was ephedrine, which is contained in some nasal sprays and bronchial tablets. Further, Clubs and Centres hosting National competitions would need to be made aware of the facilities that might be required for drug testing were their competition to be selected by UK Sport for random testing.

Action: Refer to Competitions Committee and Medical Adviser

19/02 Misconduct

The Council had in place a standing arrangement whereby the TO and NCSO were authorised to deal with cases of misconduct by instructors without routinely having to call them to the attention of STC or the Council. However, there was presently a case on which John Hitchen sought the advice of the Council.

The case concerned a Member who had been tried by a court and found guilty of assault against a woman. The woman was a Member of the same Parachute Centre. The assailant had been punished by the court and by his Centre. Although that matter was now closed, the BPA had statements on file that alleged that the man in question had, on other occasions, adopted a standard of behaviour towards women that fell short of the bounds of acceptability.

The man had now been recommended by his CCI to go on a BPA instructors course. Representations from the victim of the assault, together with allegations from others of his poor standard of behaviour towards women, had naturally cast doubt on the CCI's recommendation to accept him on such a course.

After extensive and thorough discussion and consideration of the options, David Hickling proposed, and Eddie Jones seconded, a motion that the Member concerned should *not* be accepted on an instructors course; but that it would be open for the CCI, if they still wished to pursue their recommendation that the Member be accepted on such a course, to attend a meeting of the Council to state their case.

Carried unanimously

20/02 Proxy voting

The Riggers Subcommittee, at its meeting on 7 February, had sought clarification from the Council on the precise meaning of the term 'proxy voting' as it applied in the Association.

The Chairman read aloud a draft definition by that Martin Shuttleworth of what, by custom and practice, proxy voting had come to mean within the Association - where it applied, equally, to the Council, the main Subcommittees of Council, and in turn any of their Subcommittees reporting to them. The draft definition was discussed, and a further clarification was agreed.

Paul Applegate then proposed, and Ian Marshall seconded, a motion that the following definition of proxy voting be adopted forthwith within the British Parachute Association, and that, for the avoidance of doubt, this definition is to be inserted into the terms of reference of the Council, Committees and Subcommittees:

A vote by proxy in the British Parachute Association is the right of a voting Member of the Council of the Association, or one of its Subcommittees, to exercise their vote when they are unable to attend the meeting on any motion which, from the agenda of, or papers for, the meeting they know, or may reasonably expect, will arise.

The absent Member has the right to appoint the Chairman of the meeting as their proxy to cast their vote at the meeting. The vote must be made in writing, which includes by fax, and by e-mail from a recognised or verifiable e-mail address of the voting Member. The Chairman of the meeting is then duly obliged to cast the absent Member's vote in accordance with his or her written instructions.

Carried unanimously

21/02 Dates of future meetings in 2002

Tuesdays at 1830 at the BPA Office, Leicester: 23 April, 18 June, 20 August, 22 October, 10 December (EGM & Council). Following meetings, for those involved, of the Communications Committee at 1400 and the Development Committee at 1600 at the same venue and on the same days.

The Chairman reminded all Members of Council of the need to renew their BPA Membership by 31 March, to be eligible to vote at the next Council meeting on 23 April, which would be the first to fall in the new subscription year.

The meeting closed at 2145