

British Parachute Association

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The Council

Minutes of the meeting held on

Tuesday 4 December 2007 at 1846

at the BPA Office, Wharf Way, Glen Parva, Leicester

Present:	Eddie Jones	-	Chairman of Council
	Paul Applegate		
	Adrian Bond	-	Communications Chairman
	David Ibbotson		
	Paul Ledden		
	Ian Marshall		
	Paul Moore		
	John Page	-	Vice Chairman of Council & Competitions Chairman
	Grant Richards		
	Mike Rust		
	Weed Stoodley		
Apologies for absence:	Chris Allen	-	Vice President
	Jim Crocker	-	Vice President
	Robin Durie	-	Development Chairman
	David Hickling	-	Insurance Chairman
	John Horne		
	John Smyth		
	Alex Wilson		
In attendance:	Tony Butler	-	Technical Officer
	Debbie Carter	-	Treasurer
	Lesley Gale	-	Editor, Skydive the Mag
	John Hitchen	-	NCSO
	Martin Shuttleworth	-	Secretary-General
Observers:	Kieran Brady		
	Hazel Causer	-	to item 92
	Craig Poxon		

Item Minute

90/07 Minutes

Adrian Bond proposed, and Paul Applegate seconded, a motion that the minutes of the meeting held on Tuesday 9 October 2007 should be approved as a correct record. This carried unanimously.

Approved

91/07 Matters arising from the minutes of the meeting on Tuesday 14 August 2007

91.1 Sport England: Significant areas for sports (SASPs) (minute 77.2)

The Office was asked to find out from Sport England whether there could be more than one National and/or more than one Regional SASP in any single Sport England Region.

Action: BPA Office

[Note: Sport England's answer is yes to both.]

91.2 Memorandum & Articles of Association (minute 77.6)

A letter from Chris Allen, a BPA Vice President, to the Chairman and Council was noted. It was in response to written communications to the Council by Jim Croker, a BPA Vice President, about previous Council elections and Article 47.

The Chairman confirmed that the Council had unanimously agreed (minute 77.6) to put a special resolution to the AGM on Saturday 12 January 2008 to update Article 47. Due notice of this was being published in the December magazine.

91.3 Updated Club Affiliation forms (minute 83)

The new forms had been circulated in draft to Affiliated Clubs & Centres. Tony Butler said that in response to feedback, of which there had been very little, one minor variation had been made to the order of some of the wording to improve its presentation. There were no material variations.

John Page proposed, and Weed Stoodley seconded, a motion that the updated Club Affiliation forms should be approved for issue. The vote was: For - 6, Against - 0, Abstain - 2 (Grant Richards and Mike Rust).

Carried

91.4 Bad debt owed to the BPA (minute 84)

The Council noted a report (previously circulated) from Jon Gretton (BPA Financial Administrator) on recovery of the bad debt owed to the BPA. The Treasurer said this continued to be pursued through all legitimate channels. A further update would be provided to the next meeting.

Action: Next meeting

91.5 Correspondence (minute 88)

A letter (circulated) to the Council and others from David Turner of today's date was noted.

92/07 Taz Causer Skydiver of the Year Award 2007

7 nominations had been received for the above award. One had been withdrawn, leaving 6. The nominations were considered in camera. The Chairman said this award recognised skydiving achievement during the past 12 months. On a show of hands the vote was: Mike carpenter – 10; another candidate – 1 (by proxy). The Chairman declared Mike Carpenter Skydiver of the Year 2007. The award would be presented at the AGM.

Awarded to Mike Carpenter

93/07 Ratification of minutes of Subcommittees

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

93.1 Development Committee meeting on Tuesday 9 October 2007

Adrian Bond proposed, and Grant Richards seconded, a motion that the minutes of the Development Committee meeting held on 9 October 2007 should be ratified. This carried unanimously.

Ratified

93.2 Communications Committee meeting on Tuesday 9 October 2007

Adrian Bond (Communications Chairman) proposed, and David Ibbotson seconded, a motion that the minutes of the Communications Committee meeting held on 9 October 2007 should be ratified. This carried unanimously.

Ratified

93.3 Safety and Training Committee meeting on Thursday 22 November 2007

John Page proposed, and Paul Applegate seconded, a motion that the minutes of the STC meeting held on 22 November 2007 should be ratified. This carried unanimously.

Ratified

93.4 Competitions Committee meeting held on Tuesday 27 November 2007

John Page (Competitions Chairman) reported that the Competitions Committee had voted to accept the re-judging of the 2-way sequential event at the CF Nationals by Bob Charters, an FAI CF judge. There had clearly been an error in the BPA's published rules for the CF Nationals. Equally, there had been error in the way the event judges had conducted

themselves. Competitor Alastair Macartney had sent in a written appeal (circulated) to the Council against the decision of the Competitions Committee. John Page said he had sympathy with Alastair Macartney but the matter had been fully considered by the Competitions Committee and he asked the Council to ratify his Committee's decision.

John Page therefore proposed, and Mike Rust seconded, a motion to ratify the decision on the results of the 2-way sequential event at the CF Nationals 2007 as set out in minute 49.10 of the minutes of the meeting of the Competitions Committee held on 27 November 2007. The vote was: For – 8 (Proxies from John Horne & John Smyth), Against – 1 (Proxy from Alex Wilson), Abstention – 1 (Ian Marshall).

Carried

John Page next called attention to the Competitions Committee's allocation of funding to those teams and individuals who had met the strict performance criteria for funding of achieving a score equivalent to a realistic fourth place or better at the last World Championships. The funding allocation was up to £6K per eligible competitor (based on historical precedent), in this case 4-way FS Team Storm, 5 x up to £6K = up to £30K; Freely Team Volairkix, 3 x up to £6K = up to £18K; and CP competitor Brian Vacher – up to £6K, total up to £54K. The BPA would hold back £1K per competitor to cover entry fees etc to the WPC. The funding would be issued in tranches on submission of a satisfactory training plan. Regular satisfactory progress reports would be required, together with appropriate receipts/accounts, before further tranches would be released.

John Page then proposed, and Paul Applegate seconded, that funding of up to £54K for allocation as above, to competitors who had met the exacting performance criteria for funding, should be provided by the BPA towards the cost of training those competitors to reach peak performance to represent the UK at the World Parachute Championships 2008.

Carried unanimously

The Chairman said this was an investment that offered the prospect of a good pound for pound return. He congratulated our competitors who had achieved the exacting performance criteria for funding. Ian Marshall said that funded competitors should be asked to coach on BPA Skills Coaching Roadshows, as the Freeflyers had done this year.

John Page also reported that the Competitions Committee had congratulated British team UK VRW - Andy Ford, Andy Lovemore, Jim Harris, Dan Parker and Mikey Carpenter - who had won the Gold Medal in the first European VFS skydiving championships. The Council acknowledged this achievement and gave its congratulations."

John Page then proposed, and Ian Marshall seconded, a motion that the minutes of the Competitions Committee meeting held on 27 November 2007 should be ratified. This carried unanimously.

Ratified

94/07 Reports on Committee meetings held earlier today

94.1 Communications Committee

94.1.1 Editorial Services Contract

The Chairman asked that this item be held in camera with only Council Members and staff present.

Adrian Bond (Communications Chairman) reported that the Communications Committee had considered the Editorial Services Contract at this afternoon's meeting at which Lesley Gale, Editor of *Skydive the Mag*, had been present. It was an annual contract that ran from October for 12 months. The existing contract would remain in place for the time being and the new one, once agreed, would be backdated to 1 October. He said that the format of the contract was being updated better to reflect contemporary business contracts. The precise form of words was still being negotiated with Lesley Gale. However, the Committee had made decisions on remuneration.

Adrian Bond said that the Communications Committee, having considered the matter in detail with the Treasurer present, and following a private meeting earlier today between Lesley Gale, the Treasurer and himself, had unanimously recommended two proposals he would now make concerning the remuneration attached to the contract.

Firstly, Adrian Bond proposed, and Paul Moore seconded, a motion that the fixed price contract fee should be increased by 4% (being the same percentage increase that the Council had awarded to BPA staff in 2007)

Carried unanimously

Secondly, the Communications Committee recommended that the new element of a performance incentive should be introduced to reward Lesley Gale's continuing prudent financial management of the Magazine. The Communications Committee had devoted a great deal of thought about the nature of this incentive, and had negotiated with Lesley Gale and consulted with the Treasurer in formulating it. He said the decision reached, which his Committee had agreed unanimously and he was now formally proposing for ratification by the full Council, was that any underspend of over £6500 on the approved budget for the Magazine in the next financial year should be allocated in equal 50-50 share between the BPA and Lesley Gale on completion of the Magazine accounts following the end of the financial year (the minutes of this afternoon's Communications meeting would set out how this trigger figure had been arrived at). Further, that this figure should be reviewed annually. Mike Rust seconded the motion.

Carried unanimously

The in camera session finished and an open meeting resumed.

94.1.2 Starter Magazine

Adrian Bond reported that the Communications Committee had noted that sales of advertising space to Affiliated Clubs & Centres in the reprint of the Starter Mag had been disappointing, with income of only £5,100 against a forecast £14,180. The Starter Mag was now more dependent on support from Affiliated Centres consequent on the BPA's decision that it would no longer carry advertising from overseas non-Affiliated Drop Zones, as previous printings had done. However, it had emerged that Warners Advertising Agency may not have called this fact strongly enough to the attention of DZ Operators. Adrian Bond therefore intended to write personally to DZ Operators to highlight it, and ask for their support.

94.1.3 Enhancement of the BPA website

Adrian Bond reported that the Communications Committee had declared the entry to the BPA website front-end design competition submitted by Tom Urbanski (Membership No 971872) to be the clear winner. The prize was a free-of-charge Membership of the BPA for the membership year beginning on 1 April 2008. The winning design would be used as the basis to brief web consultants to update the BPA website. This would be done in association with developments to the back-end functionality of the website, which was being looked after by the Development Committee (minute 94.2).

94.2 Development Committee

Adrian Bond (who had been in the Chair) reported that the Development Committee had:

- heard that at least two quotations for BPA third party public liability insurance were expected for the year beginning on 1 April 2008. However, no quotation had yet been received. Therefore, it would not be possible to set the insurance element of the subscription for Provisional Members at tonight's EGM, and it would have to be done at the AGM. The Insurance Subcommittee would be holding its annual review meeting with the current insurers on 20 December;
- approved proposals from Grant Richards for development of the back-end functionality of the BPA website. Grant Richards had prepared a draft specification for which he would obtain quotations by 1 February 2008. This work would be done concurrently with a makeover of the front-end of the website, which was being overseen by the Communications Committee (minute 94.1.1).

95/07 Reports from Club Reps

The Chairman said he had had a very pleasant visit to Paragon Skydiving at Errol in Pethshire. The subjects he had discussed with members there had included insurance and the AGM.

96/07 Report from the Royal Aero Club

An e-mail received today from the RAeC Office brought the good news that Lesley Gale had been awarded a RAeC Bronze Medal. The Chairman congratulated Lesley Gale.

Two other nominations made by the BPA had unfortunately been unsuccessful on this occasion due to a significant list of nominees from other RAeC member bodies and a limit on the number of awards that can be made. The Chairman said he was extremely disappointed that the BPA's two other nominees, whom he believed were worthy of the honour of receiving an award, had not done so this year. Unfortunately, neither the BPA's Delegate nor Alternate Delegate to RAeC had been available to attend the meeting of the RAeC's Medals and Awards Subcommittee to speak in support of the written nominations. He had not become aware of this until after the event, and this was the first time in his knowledge that any nomination made by the BPA for a RAeC award had not been successful. He could not help but wonder whether things might have turned out differently had the BPA been represented in person. He said he would telephone the two nominees concerned to let them know they had been nominated and convey his commiserations.

Action: Chairman

97/07 Europe Air Sports

Paul Moore reported that a meeting of Europe Air Sports was due to be held in March 2008, which he planned to attend.

98/07 Review of the Memorandum & Articles of Association

The Council had agreed by e-mail (minute 77.6) to put a special resolution to the membership to update Article 47. The Chairman said that the Memo & Arts were out-of-date in other respects also, and Weed Stoodley said that the Companies Act 2006 had introduced a new format for such documents allowed provision for electronic communications with Members. The Office had looked into this earlier in the year and had received professional advice that it might be better to wait for a short while until the provisions of the Companies Act 2006 had been fully implemented. The Council agreed said that it would be appropriate to review the Memorandum & Articles of Association next year: but in the meantime, the Council trusted that the Membership would pass the special resolution to update Article 47.

Refer to Development Committee

99/07 Council business by e-mail

Pursuant to item 98, and minute 77.6 to which it referred, the Chairman said he wished to place on record his distaste of taking Council decisions by e-mail because he believed that it lacked the essential rapport of a round-the-table discussion. Such discussions were in his view the essence of good decision-making and he was convinced that the quality of discussion simply could not be replicated by an exchange of e-mails, however heavy the flurry. He said he realised that, as in this case when a deadline had to be met before the next Council meeting, it was sometimes necessary to conduct business by e-mail, which was undoubtedly of benefit in such a situation. But he re-emphasised the policy stated some years by the past Chairman Chris Allen, that the use of e-mail for Council decision-making should be kept to an absolute minimum.

100/07 Update of BPA Anti-Doping Policy

Earlier this year, UK Sport pointed out to the BPA that the current (2002) version of the BPA's Anti-Doping Policy and Rules (Form 220) had become out-of-date. They had sent a new template with which they required recognised Sports National Governing Bodies to comply. The new template reflected the increasing level of harmonisation that has been achieved between the UK Sport code for the UK and the World Anti-Doping Agency (WADA) code.

The BPA Office had therefore prepared an update, dated December 2007 (circulated), of the BPA Anti-Doping policy (which remained unchanged, apart from updates to contact details for

sources of advice) and had stripped-in BPA details to personalise for our sport the rules template provided by UK Sport. The BPA Office had sent a copy of the updated draft to the Judges' Co-ordinator and Medical Adviser, who had not raised any points.

John Page proposed, and Adrian Bond seconded, a motion to approve the December 2007 update of BPA Form 220, Anti-Doping Policy and Rules.

Carried unanimously

101/07 Staff

This item was held in camera, and Tony Butler and John Hitchen were not in the room.

The Chairman said that Tony Butler and John Hitchen had this year reached the 25th anniversary of joining the Association's staff. The Council decided to recognise this marvellous achievement by a presentation of a memento to each of them at the AGM, together with a gift to be presented separately.

The in camera session finished and the open meeting resumed.

The Council decided to award a Christmas bonus to staff, of the same amount as last year, as a token of the Council's appreciation of the work of the staff during the year. Tony Butler thanked the Council on behalf of the staff.

John Page proposed, and Ian Marshall seconded, a motion that the Council should authorise expenditure of up to £300 (the same as in 2006) for a Christmas lunch for the eight members of staff employed by the BPA to thank them for their work for the Association during the year. On behalf of the staff, Tony Butler thanked the Council for this kind gesture.

Carried unanimously

102/07 Applications for Re-Affiliation

102.1 RAPA

The Council considered an application (circulated) for Re-Affiliation by RAPA consequent on their appointment of Mark Tether as CCI. John Page proposed, and Paul Moore seconded, a motion that RAPA be Re-Affiliated.

Carried unanimously

102.2 Peterborough Parachute Centre

The Council considered an application (circulated) for Re-Affiliation by Peterborough Parachute Centre (PPC) consequent on their appointment of David Turner as an additional Director. Weed Stoodley proposed, and David Ibbotson seconded, a motion that PPC be Re-Affiliated.

Carried unanimously

103/07 Council 2008 election

In response to a point raised by Weed Stoodley, the Council noted that the draw out of the hat at the AGM of a valid voting card for the prize of a year's free Membership - as an incentive to encourage members to vote - could not be done now that administration of the election had been contracted out to ERS. No draw had been advertised this year. The Council believed that offering members the option of being able to cast their vote online was this year's incentive. It was not that the Council had 'withdrawn' the free membership. It was simply that the free membership awarded on a valid voting card pulled randomly out of the hat at the AGM was an artefact of a BPA internally administered election that simply did not lend itself to an election contracted out to ERS.

In response to a question raised with the Office by Craig Poxon (Membership no 530023), the Council agreed that, in the event of an equality of votes for the 15th seat on Council, the matter would be decided by random selection such as the toss of a coin. As this year's election was being administered by ERS, in the event of a tie, ERS would be asked to employ a suitable random method to determine which of the tied nominees was elected.

Action: BPA Office

The Council decided that the results of the election to Council 2008 should be posted on the BPA website as soon as they were received from ERS.

Action: BPA Office

104/07 Co-opted Members

The Council noted correspondence (circulated) between William Robertson (Membership no 913778) about co-opted members. The elected members of Council re-affirmed the tremendous contribution that co-opted members made both to the Council (for example, the Treasurer) and to the committees of Council (for example, the Judges Co-ordinator on the Competitions Committee). Co-opted members did not have a vote; and no individual who had stood for election to Council 2007 and had not been elected had been co-opted to the Council.

105/07 Appeal against disciplinary sanction

The Chairman referred to Vice President Chris Allen's letter of 4 December (circulated) and to a discussion he had had with him since the last meeting. This concerned an appeal that the BPA had received from one of the respondents at a Disciplinary Tribunal that had been held at the BPA Office on 6 August 2007. The appellant, who had not been present at the hearing, was appealing against the tariff of the sanction that the Tribunal had imposed on him. The appellant was not a BPA member.

The Chairman outlined the action that Chris Allen, who had written the BPA Tribunal Procedures, had advised should now be taken. It began by writing to the appellant to say that he would need to join the BPA in order for his appeal to be progressed. The next stage would be for the three Members of the Tribunal of first instance to be asked by the BPA Office for clarification for the avoidance of any doubt about the tariff they had intended. The following stage would be to convene an Appeal Tribunal in accordance with the BPA Tribunal Procedures (BPA Form 256).

Mike Rust proposed, and Paul Applegate seconded, a motion to take the action as set out in the paragraph above. The vote was For - 6, Against - 2, Abstention —1 (John Page).

Carried

106/07 Peterlee Parachute Centre

The Chairman reported that he had received an e-mail of thanks from Ian Rosenvinge, DZO of Peterlee Parachute Centre (hard copy circulated), for the assistance of John Horne, Tony Butler and himself, who had all personally attended the local authority planning committee successfully to help to object to the second planning application this year for the construction of a wind turbine that would have impeded student jumping at Peterlee. This time it was a different applicant, who was believed to be likely to appeal against the decision to decline the application, so the matter may not yet be over. Support for the Parachute Centre had been superbly marshalled by Ian Rosenvinge. The BPA had gained valuable experience in the process, and would use this to continue to help fight any similar planning applications that might threaten the operation of any BPA Club or Centre.

107/07 CF 100-way World Record

Ian Marshall (CF Rep) reported that a new World Record had been set at the Florida Skydiving Center at Lake Wales, USA, on 21 November 2007. 100 parachutists had linked up under canopy to form the largest parachute diamond formation ever created. The parachutists came from 14 countries - including a UK contingent of 6 BPA Members - Gavin McLeod, Ian Marshall, Maria Russell, Martin Robiette, Paul Speller and Doug Preston. Ian Marshall said that the organising committee had done a sterling engineering job. He said it had been awesome to have been part of it. The Council gave a round of applause to those who had taken part.

Ian Marshall reported the sad news that USPA Member, Joe Lambright, had sadly suffered a fatal accident in training. The Chairman had sent his widow a letter of condolence on behalf of the BPA.

108/07 Brit Chicks 68-way British Record

The Council applauded Lesley Gale and the other Brit Chicks who had built a record 68-way Red Cross Formation over Langar. During the year, Brit Chicks raised over £40,000 for the Red Cross - a magnificent, public-spirited, achievement.

109/07 Use of electronic recording or transmitting devices at BPA meetings

Weed Stoodley said it had come to her attention that parts of the Council meeting on 9 October had apparently been transmitted live via mobile phone that had been left switched on. She believed that the Council should develop a policy on the use of electronic recording or transmitting devices at BPA meetings. In discussion, the consensus emerged that the unannounced transmission of a BPA meeting by mobile phone was bad manners, but Paul Ledden said it was perfectly legal in an open meeting. The view was also expressed that BPA meetings should be open and transparent and far from seeking to ban transmission or broadcast of meetings, promulgation should be encouraged. John Page said that the development of any policy clearly needed to be carefully thought out.

Paul Applegate proposed, and Adrian Bond seconded, a motion that the Development Committee should consider whether there should be a BPA policy on the use of electronic recording and transmitting devices at BPA meetings and, if so, what the policy should be. The vote was For –6, Against – 1, Abstain – 1 (Paul Ledden)

Carried - Refer to Development Committee

110/07 Chairman's closing comments

As this was the last Council meeting before the AGM, the Chairman took the opportunity to thank all Members of Council for their work for the Association during the year. He thanked those who were standing as candidates for election to Council 2008, and also noted with appreciation the contributions of Robin Durie and Mike Rust, who were not offering themselves for re-election. He wished all Council Members and staff a Merry Christmas and a Happy Hogmanay.

111/07 Date of next meeting

The inaugural meeting of Council 2008, for those elected, would be held immediately after the AGM and presentation ceremony at about 1230 in the Hansom Room at the Hinckley Island hotel, A5 Watling Street, Hinckley, Leicestershire, on Saturday 12 January 2008.

The meeting closed at 2125.