

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 the meeting held on
Tuesday 7 October 2008 at 1830
at the BPA Office, Wharf Way, Glen Parva, Leicester

Present:	John Smyth MVO	-	Chairman
	Paul Applegate		
	Adrian Bond		
	John Horne		
	David Ibbotson	-	from item 77.7
	Paul Ledden		
	Paul Moore		
	John Page		
	Craig Poxon		
	Grant Richards		
	Andy Scott		
	Martin Soulsby		
	Alex Wilson		
In attendance:	Kieran Brady	-	Pilots' Committee Chairman
	Tony Butler	-	Technical Officer
	Debbie Carter	-	Treasurer
	Lesley Gale	-	Editor, Skydive the Mag
	John Hitchen	-	NCSO
	Martin Shuttleworth	-	Secretary-General
Apologies for absence:	Ian Marshall		
	Weed Stoodley		

Item Minute

75/08 Dave Johnston

The Chairman reported with sadness that Dave Johnston had passed away last Saturday, 4 October 2008, after a long illness. The Council gave its condolences at this difficult time to his wife Lynn and his three sons. John Hitchen and Tony Butler would represent the BPA at the funeral, which was to be held at Upton near Bridlington on Monday 13 October.

76/08 Minutes

The minutes of the meeting held on Tuesday 19 August 2008 had been ratified electronically and published on 12 September 2008.

Ratified

77/08 Matters arising

77.1 Sport England: Significant areas for sports (minute 62.1)

The Centres that had applied for recognition as a SASP had now supplied the further information that Sport England had requested, and the BPA Office had passed this on to Sport England. Wild Geese had asked if Sport NI offered a similar scheme and the Office was enquiring.

Ongoing

77.2 Sponsorship template for new webpage (minute 62.2)

The sponsorship page on the BPA website would be updated when time in the Office allowed. All available Office time for the website was presently being devoted to testing and validating the new BPA website prior to launch.

Ongoing

77.3 Anti-Doping Policy and Rules (minute 62.3)

The Chairman noted that the Competitions Committee was overseeing this area. As it was an item on that Committee's agenda, he asked that the item should no longer be listed as a matter arising on the Council agenda.

Refer to Competitions Committee

77.4 Update on bad debtors (minute 63)

The Chairman confirmed that there were no outstanding bad debts apart from Debt B (minute 63.2) where the situation remained unchanged. Tony Butler confirmed that a former debtor, who had settled Debt A (minute 63.1), was continuing to reimburse the BPA, by instalment, the legal cost that the BPA had incurred in recovering that debt. The Chairman said this required no further action by the Council.

77.5 Staff pension arrangements (minute 63.4)

Weed Stoodley (Staff Liaison Officer) reported in absentia that the Office was making contact with other sports NGBs to find out about their arrangements for staff pensions, and she would report back to the December meeting.

Action: Next meeting

77.5 Commemorative plaque (minute 63.5)

Andy Scott (Competitions Chairman) and Paul Applegate (Riggers' Chairman) had represented the BPA at the unveiling of a commemorative plaque to John Hampton, who had made the first successful parachute descent (from a hot air balloon) near Cheltenham 170 years ago, on 3 October 1838. The event, in Montpellier Gardens, had been organised by the Cheltenham Civic Society who had originated the idea and co-funded the plaque. As part of the commemoration, the Silver Stars Parachute Display Team had kindly made a display jump. The event had been well publicised through the work of BPA media Co-ordinators Rich Rust and Becca Armstrong with support from the BPA Office. It had resulted in a news item on *Points West*, the regional news programme on BBC1 West, interviews with Andy Scott on BBC Radio Gloucestershire (and he had been invited back a week later as a guest on their lunchtime show, to talk about his skydiving career because he was from Cheltenham), and a front-page story in the *Gloucestershire Echo*. The Council congratulated all involved on the excellent publicity and public relations this event had achieved.

Andy Scott proposed, and Paul Applegate seconded, a motion to award a Certificate of Appreciation to the Silver Stars for kindly providing the display, which had raised the media profile of the event enormously.

Carried unanimously

77.6 Planning application for a waste transfer facility opposite the BPA Office (minute 63.7)

The Office confirmed that it was not aware of any basis for an appeal against the planning consent, and that there was nothing further to report. Work on the site had not yet begun.

77.7 Meeting for Drop Zone Owners and Operators (minute 63.8)

The Office reported that 15 Drop Zone Owners and Operators from 8 Drop Zones had, to date, indicated that they planned to attend the meeting on Tuesday 11 November. John Horne (Vice Chairman) would speak to his paper on membership recruitment and retention initiatives (minute 68.2.2), an updated version of which would be circulated with the agenda. The Chairman would chair the day if he was available (he was due to fly out the next day to be on the IPC jury at the WPC in Canopy Piloting in South Africa), otherwise John Horne would take the chair. A report on the day would be available in time for the December Council meeting. Lesley Gale said she would be pleased to attend to get feedback on the Magazine, and the Council agreed.

77.8 Video montage of the skydiving year for AGM (minute 69)

Andy Scott reported that he was liaising with freefall videographers Gary 'Swoop' Wainwright and Andy Newell about the possible preparation of a video montage of the skydiving year, for inclusion in the Chairman's Review of 2008 at the AGM to be held on Saturday 10 January 2009.

Ongoing

Martin Soulsby and Paul Moore agreed to join Adrian Bond to form a working group to review the structure and format of the AGM, with a view to refreshing it concurrently with the move to the Blackpool Hilton on Saturday 16 January 2010.

Action: Adrian Bond, Martin Soulsby & Paul Moore

Craig Poxon reported that posters on UKS had suggested that a Council Open Forum might be held at the AGM. The Council considered this would be a good idea, and agreed that the Chairman and Vice Chairman of Council 2008 and the Committee Chairs 2008, any new Chairs for 2009, and Tony Butler and John Hitchen would all endeavour to attend, subject to scheduling.

Agreed

A Competitions Open Forum had been an established feature of the afternoon of AGM day for many years, and often a Magazine or Communications Open Forum had been offered as well. The Council agreed that a combined Communications and Development Open Forum would be offered on AGM Day 2009.

Agreed

77.9 Letter from J B McGeechan, BPA Member 101261 (minute 72)

The Vice Chairman had duly sent the Council's reply in a letter dated 23 August 2008 (previously circulated). Mr McGeechan had responded, by his letter of 1 October 2008 (circulated). Jim Crocker, a Vice Chairman, had commented by e-mail (copy circulated). The Council believed that it was appropriate, as Mr McGeechan had himself said in his most recent letter, to draw a line under this correspondence. The Council would therefore not respond further. Lesley Gale pointed out that Mr McGeechan's letter contained factually incorrect information in confusing a contract fee for the provision of Editorial Services to the BPA with her own personal remuneration.

The Council wished to make it clear, through the minutes, that the Chairman's and Vice Chairman's replies to Mr McGeechan, dated 28 June and 23 August respectively, were as agreed by the Council (minutes 54.2 and 72 refer).

No further action

78/08 Publication of disciplinary decisions

Minute 64 records that the Council decided to seek the advice of (i) STC, and (ii) Chris Allen, the BPA Vice President who had written the BPA's disciplinary procedures, on whether or not the BPA should publish the names of Members who had been found guilty of a disciplinary offence and been given a disciplinary sanction.

The minutes of the STC meeting on 25 September 2008 (page 6, item 7, Panels of Inquiry) stated: "The Committee were generally content with the situation as it stood. However, they agreed that system needed to be consistent and if individuals were to be named in the Minutes, it should only be when the final outcome of disciplinary matter was known."

A paper from Chris Allen was tabled, in which he set out a number of items for consideration. The Council asked that its thanks should be passed to Chris Allen for his paper, which stimulated considerable discussion. At the end of the discussion, Paul Ledden said his view remained that names should be published for transparency and accountability. He then proposed, and John Horne seconded, a motion that the BPA should publish the names of those who had been found guilty of an offence, and had been subject to a disciplinary sanction, by the BPA disciplinary process. John Page asked that this be introduced from 1 January 2009 so that advance notice could be given. The proposer and seconder accepted this amendment. The motion was then voted on. The vote was For - 10, Against - 2.

Carried

For the avoidance of doubt, the Chairman stated that the above applied only to cases dealt with by the formal BPA disciplinary process and not to administrative issues dealt with by the Council. For example, if the Council suspended a membership because of non-payment of a debt, or for any other administrative reason, the Council would not be bound by the above to publish the Member's name.

79/08 Ratification of minutes of Committees

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

79.1 Development Committee meeting on Tuesday 19 August 2008

Craig Poxon proposed, and Adrian Bond seconded, a motion that the minutes of the Development Committee meeting held on 19 August 2008 should be ratified. This carried unanimously.

Ratified

79.12 Communications Committee meeting on Tuesday 19 August 2008

Andy Scott asked why the notice of tender for the BPA Editorial Services Contract had been published in the October 2008 issue of *Skydive the Mag* instead of the December issue as indicated by the minutes. Adrian Bond (Communications Chairman) said this had been because, as work on the tender process progressed, it had become clear that it would be better to start the process earlier. He said that Lesley Gale herself had pointed this out.

Adrian Bond then proposed, and Grant Richards seconded, a motion that the minutes of the Communications Committee meeting held on 19 August 2008 should be ratified. This carried unanimously.

Ratified

79.13 Safety and Training Committee meeting on Thursday 25 September 2008

Tony Butler reported on a typographical error on page 4 of the draft STC minutes, which had now been corrected.

Adrian Bond sought, and received, clarification from Tony Butler on the timescale of a report of a ground failure of an AAD being put to STC.

Andy Scott asked if there was any further guidance arising from STC minute 5.1 Incident resumé, reference student entanglement, and the Chairman read aloud an e-mail received today from Weed Stoodley on the same subject. John Hitchen (STC Chairman) said the STC position was that students should be controlled on exit. He and Tony Butler (Technical Officer) had raised their concern at STC that the number of student entanglements appeared to be increasing, which had renewed the focus on the importance of exit training.

John Page then proposed, and Paul Applegate seconded, a motion that the minutes of the STC meeting held on 25 September 2008 should be ratified. This carried unanimously.

Ratified

79.14 Competitions Committee meeting held on Thursday 23 July 2008

Andy Scott (Competitions Chairman) proposed, and Alex Wilson seconded, a motion that the minutes of the meeting of the Competitions Committee held on 3 September 2008 should be ratified. This carried unanimously.

Ratified

80/08 Reports on Committee meetings held earlier today

80.1 Communications Committee

Adrian Bond (Communications Chairman) reported that the Communications Committee, at its meeting this afternoon, had:

- Considered the Magazine budget with particular reference to the magazine element of the BPA membership subscription, which had remained at £17.50 since 1999. The Committee had decided to recommend to the Council that, to make budgeting simpler by introducing a new format for future Magazine budgets, it would be appropriate to consider combining the BPA and Magazine elements of the subscription. This was how most other membership organisations treated their

membership magazine, often saying that for the annual membership subscription, members the magazine free-of-charge, compared with a cover price for non-members.

Debbie Carter (Treasurer) outlined how the cost of the Magazine element of the subscription had originally been determined. She said that the VAT treatment of a magazine subscription was different from a membership subscription. There was also a difference between cost and price; and the price to Members (£17.50 per annum) was less than the price to non-members (£22 per annum). In discussion it emerged that there were many factors to be considered and that more time was needed to investigate the implications of any variation to the status quo. Adrian Bond said he would liaise with Debbie Carter and report back the findings to the next meeting;

- agreed on a performance incentive bonus for the Editor calculated on the same basis as in the last financial year 2007/8;
- started to consider a the first draft of the Editorial Services tender document which had been prepared by a working group of the Committee that had met this morning. The draft would be refined in the light of feedback and circulated to the full Council before the December meeting;
- noted that the Office had had to undertake additional work in validating the content management system of the new BPA website, which had delayed its launch. The Committee now planned to circulate a pre-launch link to the new site to the Council for final comments before going live.

80.2 Development Committee

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

- liaised with David Hickling (Chairman of the Insurance Working Group) on his negotiations with potential insurers with a view in due course to obtaining quotations for the new insurance year from 1 April 2009;
- further considered ideas for the possible application of the Airkix Fund to training videos on canopy handling; and the possibility of including training videos on malfunctions in next year's Development Action Plan;
- discussed the Drop Zone Owners and Operators meeting convened by the BPA for Tuesday 11 November 2008 (minute 77.7 refers);
- received a report from Adrian Bond that a pictorial BPA credit card bearing a skydiving image was due to become available shortly.

81/08 Reports from Club Representatives

Adrian Bond (Northern Club Rep) reported that he had visited Black Knights Parachute Centre (BKPC) when a number of jumpers from St Andrews had been visiting for the weekend. A BKPC Member had suggested that the BPA might offer free membership to longstanding members who had reached the age of 60. John Horne said that he and Craig Poxon had informally discussed the idea of a loyalty bonus of a reduced-rate membership subscription, which had been an idea along similar lines. However, it had not been practicable to progress it because the BPA did not hold reliable records going back far enough, before the days of the present computer system.

82/08 Report on Royal Aero Club

John Smyth (BPA Delegate to RAeC) reported that:

- FAI required sporting licence databases to conform to its updated requirements by January 2009. Tony Butler confirmed that this would be the case for the FAI licences issued by the BPA.

- RAeC was continuing to seek to arrange a meeting with the Sports Minister.
- David Roberts, Chairman of RAeC, was convening a workshop to marshal the UK input to Europe Air Sports and the European Aviation Safety Agency about licensing issues for power flying. The BPA would receive an invitation.
- RAeC was about to call for nominations for Medals and Awards to be awarded by RAeC and FAI. The Council devoted some time to formulating a list of BPA nominees. The Chairman thanked all those who had proposed nominees for their suggestions and who had helped or were helping to draft citations. The Council decided that each nominee would be awarded a BPA Certificate of Merit at the AGM.

Action: BPA Office

In response to a question from Weed Stoodley at the last meeting (minute 70), the Chairman said that in previous years a call for nominees had been made at the October BPA Council meeting and the RAeC's deadline for nominations had been before the December Council meeting. This had meant that it had not always been possible to discuss nominees at the BPA Council. Because RAeC had a later date for awards nominations this year, and the BPA Council had started to consider possible nominees earlier, there was now the time available to consider nominations around the table.

83/08 Europe Air Sports

Paul Moore reported that a draft charter for the European Parachuting Union had been prepared and he was currently awaiting feedback from DFV, the German Sport Parachuting NGB.

Ongoing

84/08 Council 2009

A quotation from ERS for administration of the election for Council 2009 (should an election be required) had been circulated. The Council agreed to use ERS to administer the election.

ERS to administer an election, if required, for Council 2009

In addition to postal and Internet voting options, the quotation offered SMS text and freephone Interactive Voice Recognition voting for a modest additional charge. Craig Poxon proposed, and Andy Scott seconded, a motion to add SMS and text voting options. The vote was: For – 4, Against – 9.

Not carried

ERS would be asked to use a more compact layout for the printed nomination brochure to reduce the amount of unused space compared with last year, and thereby avoid the printing surcharge they had levied.

Action: BPA Office

85/08 Letter from Tony Keightley BPA 534094

A letter from Tony Keightley, received on 10 September, had asked why, year after year, the BPA Chairman had not presented the medals at the Nationals. The Office had replied on 12 September (circulated) and Anthony Keightley had sent another letter dated 15 September (circulated). The Chairman said he entirely agreed with Tony Keightley's sentiments, but pointed out that in fact the Chairman or Vice Chairman of Council (including himself when he had been Vice Chairman of Council) had regularly attended the FS/Artistics Nationals year on year except this year, for the first time, due to extenuating circumstances. This year, the Chairman had written a message to be read out to competitors at the start of the FS /Artistics Nationals, explaining that he could not be with them because of work commitments overseas, and sending them his best wishes. The message had not in fact been read out, although it had since been printed in the Mag. Andy Scott said that the Competitions Committee would be pleased in future to liaise with the Chairman and Vice Chairman of Council about medals presentations at the Nationals.

Action: Refer to Competitions Committee

86/08 Staff Christmas lunch

Grant Richards proposed, and Alex Wilson seconded, a motion that the Council should authorise expenditure of up to £300 (the same as in 2007) 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.

Carried unanimously

On behalf of the staff, Tony Butler thanked the Council for this kind gesture.

87/08 BPA Christmas card

Lesley Gale kindly offered to source a BPA Christmas card featuring Team Bodyflight Storm jumping in Santa hats over appropriate head protection. Tony Butler thanked her for this.

Action: Lesley Gale

88/08 Application for Affiliation – Skydive South Coast

The application had been circulated. The TO and NCSO had no comments. Alex Wilson proposed, and Andy Scott seconded, a motion that it be accepted subject to the conditions laid down by STC for this Centre.

Carried unanimously

89/08 IPC matters

The Chairman reported that the IPC bureau, subject to approval by the IPC plenary meeting in January 2009, intended to apply to sport parachuting the FAI policy of making all airports more media friendly to encourage better public recognition and more sponsorship. This would require fundamental changes to competitions, particularly to judging, because live judging with instant scoring would be needed. Every discipline would be asked to look at ways of doing this.

John Hitchen then left the room. John Page proposed, and Martin Soulsby seconded, a motion that the entry fee of approximately 300 Euros for Annette Williamson (John Hitchen's partner) to attend the IPC plenary meeting in January 2009 as an observer, should be paid by the BPA. This was in return for her continuing to provide secretariat services for the UK IPC Delegate and Alternate Delegate. John Hitchen then rejoined the meeting.

Carried unanimously

90/08 Carbon offsetting

Martin Soulsby suggested that the Council should refer to the Magazine an e-mail (circulated) about carbon offsetting for skydives received from Steven Baker, BPA Member 1013814. The Chairman said carbon offsetting would be covered in a broader discussion of environmental issues at the DZ operators' meeting (minute 80.2) and he believed it would be best to await the outcome of that discussion before contacting the Magazine.

Carried unanimously

91/08 Competitions

Andy Scott said that the members of Team Bodyflight Storm who had not already been Life Members of the BPA had asked him to pass on their thanks to the Council for conferring this honour on them.

He then wished the British Canopy Piloting squad every success in the World Championships in Canopy Piloting to be held in South Africa from 18-23 November 2008, and the Council echoed the sentiment.

92/08 Feedback from UKS

Adrian Bond had been pleased to note that a thread on UKS had congratulated the BPA Office for its fast turnaround of membership and FAI licence applications. He thanked the staff for their efficiency.

93/08 Dates of next meeting

Tuesday 2 December 2008, immediately after the EGM at 1830, at the BPA Office, Glen Parva, Leicester.

The Chairman reminded Council Members that the deadline for completed nominations for Council 2009 to be received at the BPA Office was noon on Thursday 23 October 2008.

The meeting closed at 2144.