

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 13 October 2009 at 1830
at the BPA Office, Wharf Way, Glen Parva, Leicester

Present:	John Smyth MVO	-	Chairman
	Paul Applegate		
	Ray Armstrong		
	Adrian Bond		
	John Horne		
	Paul Ledden		
	Paul Moore		
	Craig Poxon	-	Development Chairman
	Steve Saunders		
	Andy Scott	-	Competitions Chairman
	Martin Soulsby	-	Communications Chairman
	Weed Stoodley		
In attendance:	Tony Butler	-	Technical Officer
	Debbie Carter	-	Treasurer
	Lesley Gale	-	Editor, Skydive the Mag (from item 77.8)
	John Hitchen	-	NCSO
	Martin Shuttleworth	-	Secretary-General
Observer:	Richard Head		
Apologies for absence:	Ian Marshall		
	Grant Richards		
	Alex Wilson		

Item Minute

75/09 Minutes

The minutes of the last meeting, held on Tuesday 18 August 2009, had already been ratified electronically by the Council. The ratified minutes had then been published on the BPA website on 4 September. The Chairman would sign the master copy as correct for the official record.

76/09 Matters arising

76.1 Audit of expenses (minute 66.3)

Debbie Carter (Treasurer) reported that she had conducted an audit of Council expenses and found the system generally to be working satisfactorily. On checking the guidance provided to Council members, she believed that this should be updated to match current HMRC requirements. Accordingly, she would update the section in the guidance for Council Members, Form 178.

Action: Treasurer

76.2 Communications Committee (minute 68.2)

Weed Stoodley asked that her thanks should be recorded to both Becca Armstrong and Rich Rust, BPA Media Co-ordinators, for their work publicising the sport this summer.

76.3 Complaint about a member (minute 73)

The Chairman reported that the disciplinary procedure had been invoked and there had been correspondence with the complainants and the respondent, which would lead to further correspondence. Council agreed with the Chairman that it would therefore be inappropriate to discuss the matter further tonight.

77/09 Congratulations on members' achievements

The Chairman welcomed an e-mail from Jim Crocker, a Vice President, offering his congratulations to all the incredible skydivers named below and to the Council that has so strongly supported competition training for many years now. He said that collectively they all brought great credit to our sport and our Association.

The Chairman and Council added their own congratulations to members who had achieved the following.

- 77.1 Claire 'Sparky' Scott had won the **FAI Sabiha Gökçen Medal**
- 77.2 **New women's FS world record** - 181 female skydivers from 31 countries, including 30 British skydivers, set a new women's formation skydiving record on 26 September 2009 at Skydive Perris, California. They raised over \$900,000 for breast cancer research, the most in the history of 'Jump for the Cause'. The British skydivers who had taken part were: Becky Austin, Hannah Betts, Viki Bingham, Fiona Birnie, Martina Brant, Clare Butcher, Sarah Cannon, Sarah Churchill, Liz Danby, Cheryl Farnden-Marks, Lesley Gale, Louise Gower, Ruth Green, Joanne Hawley, Celeste Hill, Caroline Hughes, Amanda Karlsson, Joanne Lammens, Heather Little, Michelle Meakins, Jo Price, Ros Pulham, Audrey Rowe, Maria Russell, Vicky Scargill, Claire 'Sparky' Scott, Kate Stephens, Maxine Tate, Julie Woodrow, Kris Young.
- 77.3 Freely team *Volare* - Adam Mattacola, Alberto Fuertes and Mike Carpenter - took **Gold in Freely in the 2009 World Cup & European Championships** held in Prostějov, Czech Republic
- 77.3 Team *Outbreak of Bad Lieutenants* - James Davies, Jim Harris, Dan Parker, Matt O'Riordan and Martin Reynolds - took **Bronze in VFS in the World Cup** held in Prostějov, Czech Republic.
- 77.4 Team *Kaizen* - Joanne Hawley, Ratul Ahmed, Liz Cass, Clara Melia and cameraman David Curtin - who took **Bronze in women's 4-way FS in the European Championships** held in Prostějov, Czech Republic.
- 77.5 **New British record for 14-way head-down freeflying**, set at Hibaldstow on 4 October 2009 by Will Blackie, Peter Brookes, James Davies, Darren Glover, Alistair Hodgson, Blake Hooper, David Joyner, Mark Joyner, Charlotte Kemp, Claudio Letteiri, Matt O'Riordan, Dan Parker, Martin Reynolds and Jason Southall.
- 77.6 Team *Satori* - Julia Foxwell, John McIver, Aaron Faith, Katie Woods and Dave Butterell (camera), broke the **4-way FS British record average** reaching 20.7, then broke their own record at the ESL Finals with 21.3.

Weed Stoodley proposed, and Andy Scott seconded, a motion to award a Certificate of Merit to those who are current BPA Members and whose achievements are recorded in 77.2 to 77.5 above.

Carried unanimously

77.8 Life Membership

Weed Stoodley proposed, and Martin Soulsby seconded, that the Council should award Life Membership to Freely team *Volare* - Adam Mattacola, Alberto Fuertes and Mike Carpenter – in recognition of their achievement as Freely World Champions, having taken Gold at the World Cup 2009. The vote was:

For – 10, Against – 1, Abstention – 1 {Paul Applegate, because he was himself a Life member]

Carried

Tony Butler reported that there were currently 37 Life Members. He said the Office was introducing a new system on annual renewal to check whether they still jumped, because it would be wasteful for the BPA to pay the insurance premium for Life Members who were no longer active jumpers.

Action: BPA Office

77.9 World Cup entry fees

Weed Stoodley proposed, and Craig Poxon seconded, a motion that the BPA should refund the World Cup entry fees of Gold Medallists Freely team *Volare* and Bronze Medallists VFS team *Outbreak of Bad Lieutenants*. The total amount was £5.5K.

Weed Stoodley cited Council back minutes covering a number of previous World Cups in which medal-winning teams had had their entry fees refunded. The Chairman said that, in the past, each case had been considered individually on its merits.

However, the view was expressed around the table that the Council was unfortunately not in a position to do likewise today. This was because the Association had experienced a significant decline in income since previous proposals of this nature had been put to the Council table. Exchequer funding from UK Sport had been axed for non-Olympic sports such as ours. Also, investment income on the BPA's reserves had declined sharply as bank interest rates had fallen to the lowest on record.

The vote was: For – 3, Against – 8

Not carried

78/09 BPA President

The Chairman noted that the BPA did not have a President. There was provision for a President in the Memorandum & Articles of Association. There were currently four Vice Presidents: Chris Allen, Bob Card BEM MBE, Jim Crocker and John Lines. He had invited the Vice Presidents to consider the case for appointing a President, and outlined some of the points they had made in reply. The Office outlined typical features of a Presidential role in other membership associations, which included planning the ambassadorial role with the Chairman and Vice Presidents to help to cover diary commitments during the year at members' events and external events. The Chairman invited the Council to consider the possible case to appoint a President.

After discussion, Adrian Bond proposed, and John Horne seconded, a motion that an appropriate starting point would be to set out a role description of the Vice Presidents and then to consider whether or not a case for a President followed from this.

Carried unanimously

The Chairman then referred this to the Development Committee. He asked that the Committee should invite Vice President Jim Crocker to set out his views on the role of a President and Vice Presidents, and to consult further with the other Vice Presidents.

Refer to Development Committee

79/09 Minutes of Committees

The minutes of each of the following meetings, except STC, had already been circulated, electronically ratified by the Council, and published on the BPA website.

79.1 Development Committee meeting on Tuesday 18 August 2009

There were no questions.

79.2 Communications Committee meeting on Tuesday 18 August 2009

There were no questions.

79.3 Competitions Committee meeting on Tuesday 18 August 2009

There were no questions.

79.4 Safety and Training Committee meeting on Thursday 6 August 2009

John Hitchen (STC Chairman) reported that STC's thoughts were with the family and friends of experienced skydiver Tom Scanlon who had suffered a fatal accident whilst skydiving. In such sad circumstances his next of kin had been a beneficiary of the new BPA insurance

policy introduced on 1 April 2009 for death and critical injury. The Council added its own condolences.

Paul Applegate then proposed, and John Horne seconded, a motion to ratify the minutes of the STC meeting held on Thursday 1 October 2009. This carried unanimously.

Ratified

80/09 Headline issues from Committee meetings today

80.1 Communications Committee

80.1.1 Editorial services contract 2010-2

The final draft contract had been circulated in advance by e-mail. Adrian Bond noted one minor anomaly to do with print quantity and this was corrected. Lesley Gale was content with the document. Martin Soulsby therefore proposed, and Ray Armstrong seconded, that the Council agree that the BPA should sign the contract.

Carried unanimously

80.1.2 AGM 2010 & 2011

Plans for the AGM at the Blackpool Hilton on Saturday 16 January 2010 were going well. The Committee had decided to book the 2011 AGM at the Barcelo Daventry Hotel, which offered the best value within Craig Poxon's helpful criterion of minimum average travel distance for the membership.

Action: BPA Office

80.2 Development Committee

Craig Poxon (Development Chairman) reported that the Committee had heard a presentation from the company Clarke Roxburgh, which was an associate of Manson Insurance Brokers Ltd, the BPA's brokers. Clarke Roxburgh had proposed a membership affinity scheme whereby discounted insurances, such as home insurance, travel insurance and personal accident insurance could be made available for BPA members. There was the possibility of customising this for skydivers, so that home insurance might cover skydiving rigs. Other types of insurance might also be available through such a scheme. The BPA would receive a commission based on the number of policies sold. It would require the BPA to be recognised by the Financial Services Authority as an Introducer Appointed Representative. The Committee had asked for a specific written proposal for consideration at its next meeting.

80.3 Competitions Committee

Andy Scott (Competitions Chairman) reported that the Committee had:

- agreed to make a small number of carefully-controlled disbursements from the British Team Fund towards agreed competitions goals;
- thanked Paul Moore for his sterling work as Head of the British National Delegation at the World Cup 2009 in FS & Artistics at Prostějov, Czech Republic. They had appointed him Head of Delegation for the Canopy Piloting World Cup to be held in South Africa from 2-6 December 2009;
- been pleased that the National Delegation uniform had been well received, and considered feedback on possible variations in the style of this clothing for next year;
- considered bids for domestic competitions 2009 and made decisions on most, except for CF and a second Classics Grand Prix for which another bid form would now be issued;
- rebalanced allocations within the overall competitions budget, remaining within that budget;
- continued to plan for the WPC in Russia next year, all arrangements were going well with many signed contracts from delegation members already received;
- recorded continuing good progress on the Competitions Action Plan targets for the current year; and rebalanced allocations within the Action Plan budget, remaining within that budget;
- been unable fully to discuss judging issues at the meeting, in particular the resignation of a judge, because the judges' co-ordinator had not been present. Andy Scott said he

planned to speak to Kate Charters, Judges' Co-ordinator, to seek to retain the judge concerned;

- considered questions about competitions to put forward for the BPA Membership Survey 2010.

81/09 Report on Royal Aero Club

The Chairman, as BPA Delegate to RAeC, reported that:

- Keith Negal, the Chairman of RAeC, as the UK delegate to FAI, would made it clear to FAI that the BPA did not support the RAeC's objection to the provisions of the World Anti-Doping Agency (WADA) code, and that the BPA, in accordance with IPC policy, was fully compliant with WADA, which it supported;
- he, John Smyth, had been invited to become the new Chairman of the RAeC's Medals & Awards Committee and that he had accepted the invitation;
- the RAeC was about to issue its call for nominations for RAeC awards 2009. This would be circulated to the BPA Council when received as a prompt to consider BPA nominations. A suggested nomination from Weed Stoodley had already been circulated to the BPA Council. The Council agreed that all suggested nominations, which needed to include a draft citation to be considered, should be circulated to BPA Council Members for agreement before being submitted to RAeC, their call back date being before the next BPA Council meeting. {Note: The call back date for outline citations to be sent to the BPA Office was subsequently set as Wednesday 18 November 2009.}

Action: All Council Members

82/09 IPC

The Chairman informed the Council that IPC had appointed him to the voluntary office of IPC Media Liaison Officer for the period 2009-12. The purpose of the role was to help to realise IPC's strategy of making the sport more dynamic and media-friendly, thereby raising its public profile. The Council wished the Chairman well in this international role.

83/09 Europe

Paul Moore (President, European Parachuting Union, EPU) reported that EPU had held a meeting in Frankfurt on 19 September at which Tony Knight had made a presentation on EASA/NPA 2009/2. 10 delegates had been present representing the 8 member nations that to date belonged to EPU. Norway had been the latest to join. It was important for EPU to continue to seek the widest possible representation across EU nations so that it could speak for sport parachuting Europe with one voice. Also, there would be a financial shortfall unless more EU nations joined. IPC supported building up representation in EPU to help to secure the future of the sport in the face of the developing pan-European air safety regulatory regime.

Paul Moore also reported that:

- Europe Air Sports was seeking volunteers from EPU for its working group on aerial work, in which other airsports were also involved;
- an emerging issue across Europe was the classification of sport parachuting and commercial parachuting. It appeared that tandem parachuting was considered to be commercial parachuting in some nations. This had significant operational implications in terms of requiring commercial pilots and in tax treatment.

Paul Moore said he would be giving an update on all of the above at the Drop Zone Operators' meeting to be held on Tuesday 27 October. The Chairman said that Paul Moore had also been invited to address the IPC plenary meeting in January 2012.

84/09 Draft updated Memorandum & Articles of Association

Weed Stoodley and Martin Shuttleworth, Secretary-General, had commissioned an updated draft from Co-operatives UK Legal Services who were specialists in governing instruments of

third sector bodies such as the BPA. They had circulated in advance a paper on some of the issues that had arisen.

The 'Qualified Associate Member' category of membership was anomalous because it carried a vote, yet Co-operatives UK Legal Services had advised that Associate Members of a company should always be non-voting. This had led to careful consideration within the BPA of what the 'Qualified Associate Member' grade actually was, the answer being that it was in fact a 'Member – non-jumping' grade for judges, riggers and packers. It carried the right to vote and full insurance, the only difference being a discount on the BPA element of the subscription, which Tony Butler believed to be an historic legacy from the long-gone days when Associate Members had not received the magazine.

After discussion a consensus was reached that there was no longer any need for a non-jumping grade of member. Martin Soulsby proposed, and Ray Armstrong seconded, a motion that the 'Qualified Associate Member' grade should be discontinued at the end of the current membership year on 31 March 2010 and those within this grade be eligible to renew as Members with effect from 1 April 2010. This would not affect the status quo of the arrangements for judges' renewal.

Carried unanimously

The above tidied up the BPA's membership structure such that Members – in law, the fully subscribed members of the not-for-profit guarantee company BPA Ltd – had control of the company by means of their vote. Removal of the 'Qualified Associate Member' category left the name 'Associate Members' to be applied to temporary members, student provisional members and pilot-only members, all of who were, in law, Associate Members and not therefore entitled to vote.

It was now clear that the current Memorandum & Articles of Association, in its references to Members and voting, excluded temporary, student provisional and pilot-only members who were not eligible to vote.

Weed Stoodley said that Co-operatives UK Legal Services had advised that the categories of membership, together with various other matters of detail, should be set out in bye-laws or standing orders that would be adopted by Council as the Directors of BPA Ltd, rather than in the Memorandum & Articles adopted at a General Meeting.

The Council was generally satisfied with the draft update, recognising that it still needed to be further refined in continuing liaison with Co-operatives UK Legal Services. Weed Stoodley proposed, and Adrian Bond seconded, a motion that Council would be content for the final draft, if approved electronically in time by the Council, to be recommended to the membership for adoption by special resolution at the AGM on Saturday 16 January 2010.

Carried unanimously

For this, the final draft would be needed in time for it to be printed for insertion to the December 2009 issue of Skydive Mag. It was far from certain that such a deadline could be achieved. If it could not be met, the updated Memorandum & Articles would be put to the next AGM in 2011.

There was also the matter of proxy voting on motions at General Meetings, provision for which Co-operatives UK Legal services had advised was now mandatory. The Council agreed that Co-operatives UK Legal Services should be asked to advise on the simplest mechanism by which to provide this facility. As the election of Council was a postal/internet vote rather than a vote at a General Meeting, this was understood not to invoke the need to provide for proxy votes. This position would also be checked with Co-operatives UK Legal Services.

Action: Weed Stoodley / BPA Office

85/09 Skydive Brid

Tony Butler reported that Skydive Brid (Bridlington) remained out of operation, and did not plan to operate again in the near future. Therefore the Centre had been advised that BPA Affiliation is considered to have lapsed.

Noted

86/09 Correspondence from Simon Ward

Simon Ward of the Airkix wind tunnel had sent the Chairman an e-mail dated 24 September asking the BPA to consider registering with the UK Border Agency to assist in the process for Airkix to obtain UK immigration clearance for an instructor with specific skills from the USA to come to work at Airkix. After discussion, Council reached the following conclusions.

(i) Council did not believe it to be appropriate for the BPA to seek to register with the UK Border Agency as the National Governing Body covering indoor skydiving, which is an activity that the BPA does not control or govern. Any such registration might have possible implications in other areas. It would be foreseeable that the BPA may put itself in a difficult position were it to claim to be the NGB for indoor skydiving in respect of the UK Border Agency but not or control of the activity for insurance purposes, for example.

(ii) There already appeared to be a governing body for indoor skydiving, the International Bodyflight Association. Whereas this may be an international organisation rather than a UK national entity as required by the UK Border Agency, Council's view was that a national division of a body of this nature would be more appropriate than the BPA to pursue the matter.

(iii) There were wider issues that the Council would need to consider before making an application for recognition by the UK Border Agency, should a request of a similar nature from a BPA Affiliated Centre ever arise. This included a need for careful consideration of the guidance published by the UK Border Agency. It was unlikely that Council would fully explore these issues until and unless a request was received from an Affiliated Centre.

The Chairman would reply to Simon Ward as above.

Action: Chairman

87/09 Staff

87.1 Staff Christmas lunch

John Horne proposed, and Martin Soulsby seconded, a motion that the Council should authorise expenditure of up to £300 (the same as in 2008) 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.

Action: BPA Office

87.2 Long service

The Chairman noted that Trudy Kemp, PA to the TO/NCSO, has recently completed over 30 years' unbroken service with the BPA, and that Sue Allen, Membership Services Administrator, had completed over 35 years' service. The Council decided this should be recognised by giving these two members of staff and their partners a visit to the London theatre to a total value of up to £500. The Council asked that their thanks and congratulations be passed to Trudy Kemp and Sue Allen.

88/09 Finance

88.1 Management accounts

The Chairman thanked Debbie Carter (Treasurer) and Jon Gretton (Financial Administrator) for circulating management accounts in a new one-page format with year-on-year variance. This was easier for non-financial specialists to understand than financial accounts. As such, it provided a more valuable management tool for Council. The sheet also included membership totals for the year to date. As the intention was to prepare an updated document for each Council meeting, it would in future be included as a standing item early on in the agenda.

Action: Next meeting

88.2 Financial accounts

Martin Soulsby expressed his appreciation of the updated format of the statutory accounts for the year ended 30 June 2009 that had been circulated with the October issue of Skydive Mag. He said this had made them clearer and easier to understand. The Council agreed. These

accounts were being put for adoption to the General Meeting to be held immediately before the December Council meeting.

89/09 Date of next meeting

Tuesday 8 December 2009 immediately after the General Meeting at 1830 at the BPA Office, Glen Parva, Leicester.

The meeting closed at 2115.