

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



Development Committee

Minutes of the meeting held on
Tuesday 23 April 2002 at 1600
at the BPA Offices, 5 Wharf Way, Glen Parva, Leicester

Present:	Kieran Brady Eddie Jones Craig Poxon	-	in the Chair
In attendance:	Tony Butler Jon Gretton John Hitchen Martin Shuttleworth Lucie Wood	- - - - -	Technical Officer Financial Administrator NCSO National Administrator Development Officer
Apologies for absence:	Debbie Carter David Hickling Ian Midgley	- - -	Treasurer Development Chairman

Item Minute

9/02 Chairman

Kieran Brady took the Chair at the invitation of the Chairman, Ian Midgley, who had been unable to attend today's meeting.

10/02 Minutes

Eddie Jones proposed, and Craig Poxon seconded, a motion that the minutes of the meeting of the Development Committee held on 19 February 2002 be approved as a correct record.

Approved

11/02 Matters arising

11.1 Sign interpreters for deaf students (minute 4.3)

No further action was required for the time being as the matter had been referred to STC / Council.

11.2 Freely manual (minute 5)

Craig Poxon reported that Giles Fabris was due to return to the UK shortly, which should help to make it easier for this project to be progressed.

Ongoing

12/02 Publicity

Eddie Jones asked whether it might be possible to get items on skydiving included in the weekly UK Sport Newsletter. Lucie Wood reported that she had recently sent in a news item about Jeff Chandler winning the POPS Accuracy Landings competitions again this year. Unfortunately, however, the Editor of the Newsletter had said that their current editorial policy

was that they only reported on elite world champs, rather than age-groups - for the simple reason that the newsletter would outgrow itself. The UK Sport Newsletter Editor had gone on to say that he hoped the BPA would understand and they would be more ready to carry news on the main sport's World Champ, so do please continue to send the news through. Lucie Wood confirmed that she would of course provide UK Sport with such news as and when appropriate.

Ongoing

13/02 Banner advertising on the BPA website

Lucie Wood reported that the two potential advertisers who had previously expressed an interest in taking banner advertising on the BPA website had decided not to pursue this for reasons of cost. She was therefore herself having a banner advertisement made to advertise the availability of banner advertising space on the BPA website, and hoped that this would help to attract new advertisers.

Ongoing

14/02 New computer workstation for the Development Officer

Martin Shuttleworth spoke to a previously-circulated paper that had called attention to issues relating to the Development Officer's workstation at the BPA Office. This comprised a laptop computer that was technically not fully compatible with the rest of the office computer network. Unfortunately, it had never been able to run the membership database, which was a program of central importance in the office. Further, there were ergonomic (human-machine interface) issues relating to the sustained and intensive desk-based use of a laptop compared with the desktop terminals that had been provided for other members of staff. In fact, the Development Officer's use of a laptop dated back to a little more than a quick fix to get a workstation up and running when this new post had first been established in its present form in May 2000. The backache that the Development Officer had reported that had already been overcome through the purchase of a new, ergonomically-designed, chair with a proper backrest. However, this was only part of the solution to a wider health and safety issue.

After discussion, Craig Poxon proposed, and Eddie Jones seconded a motion that the workstation provided for the Development Officer should be brought into line with the standard of equipment provided for other members of staff by the purchase and installation of new desktop workstation to be fully compatible with the rest of the office computer network, for a budget figure of £1,400 (excluding VAT).

Carried

15/02 Dates of future meetings in 2002

Tuesdays at 1600 at the BPA Office, Leicester: 18 June, 20 August, 22 October, 10 December.

The meeting closed at 1618.