



## Meeting 2010B of the BHPA Executive Council

Meeting held on Thursday 27th May, 2010 at the Grange Strathmore Hotel,  
41 Queens Gate Gardens, Kensington, London, SW7

These notes of the minutes are not to be taken as a full record of the Meeting of the  
Directors of BHPA Ltd.

**Present:**  
John Aldridge  
Marc Asquith  
Ed Cunliffe  
Paul Dancey  
Martin Heywood  
Brett Janaway  
John Lawson  
John Nash  
Angus Pinkerton

**In attendance:**  
Jennie Burdett  
Joe Schofield  
Dave Thompson

**For the first part of the meeting only voting members were present for Treasurer's and Admin Director's reports regarding the acquisition of a new office.**

Present initially therefore were: Martin Heywood, Marc Asquith, Paul Dancey, Angus Langford, Angus Pinkerton, John Nash, John Lawson, Brett Janaway, John Aldridge and Ed Cunliffe. Apologies received from Steve Walsh and John Welch.

**Treasurer's report:** Angus L went through the figures and it looked as though our gross income was improved, and he was going to do a balance sheet which would be circulated. Although there was less cash, the lower insurance premium meant the situation was not as bad but it looked as though we were down by about 38k at present. As far as the forecast was concerned, things might improve because of a good summer and there may be an upturn in membership numbers, but Skywings would carry an increase in cost because of decrease in advertising revenue. We could anticipate a surplus in the region of £35k which assumed we renewed the lease at the Old schoolroom.

**Admin Report:** Marc went through the history of how we came to be in the Old Schoolroom and how things were quiet initially, but there had been increasing problems with the neighbouring tenants and the landlords. Since the last Exec there had been further discussions with the BGA about a site in Leicester, Merus Court. The plan would be to arrange a joint shelf company to buy the freehold and then a 999 year lease would be granted to each Association. We needed to complete before 22 June to beat the rise in VAT. Notice to our current landlords that we are leaving will be signed today.

Discussion then held about renting as opposed to buying. Marc outlined that sharing with the BGA would lead to economies of scale in sharing various services such as couriers, copiers, accountancy functions, buildings insurance, rates and other overheads. If there was further shrinkage, subletting could happen. Renting separately would not allow us to do this. There was also the possibility of a meeting room to save costs. The case for integration of office space with the BGA looked good. Marc confirmed we had the necessary skill to deal with the IT situation. Angus L confirmed that we'd still have a reserve, but it would be committed to a freehold fixed asset. Our cash reserves would be a lot smaller but this would make us more business-like anyway. That said, if we needed cash beyond this there was still the possibility of allowing a charge on the freehold. Marc explained that F&GP had had to move quickly on the action of the previous meeting concerning the office move and had already informed the BGA that we would like to go down the freehold route. Angus P added that the current lease was wholly unsatisfactory and an unexpected opportunity with the BGA arose and was taken therefore.

The board agreed that the BHPA should share offices with the BGA to generate an integration of services where possible. F&GP therefore asked the board that integration in terms of occupancy, services, and economy with the BGA should continue (with reporting back as appropriate) along with authority to proceed to the best possible conclusion. If the effort failed F&GP would secure rental of a small office in Leicester such as Hamilton House. The board agreed unanimously. For the remainder of the meeting, voting members were joined by the

staff in attendance.

### ITEM 1: APOLOGIES

Apologies were received from Steve Walsh, John Welch and Mark Dale

### ITEM 2: MINUTES OF LAST MEETINGS

#### AGM - 5 December 2009

First column, last line, take out 'as'.

4.8 second paragraph, correct the spelling of 'silver'.

4.9.1 amend line 4 to read 'abroad) and unfortunately fatalities abroad is an increasing trend.'

With the above amendments the minutes were approved.

#### 2009D - 5 December 2009

Minutes approved without amendment.

#### 2010A - 21 January 2010

7.11 Take out penultimate paragraph

Action 2010 – A6 Exec had discussed this and agreed that the F&GP had acted within their remit.

### ITEM 3: MATTERS ARISING

2009 – B3 Marc explained the history of this action in regard to child protection and John Lawson said he would be happy to take it over. John said that he proposed to produce something similar to the policy used by the BMC. Action transferred to John Lawson.

2010 – A1 Closed

2010 – A2 Closed

2010 – A3 Closed

2010 – A4 Continuing

2010 – A5 Closed

2010 – A6 Continuing

2010 – A7 Closed

2010 – A8 Closed

2010 – A9 Continuing

2010 – A10 Continuing

## ITEM 4: AGM

Marc suggested that we should consider having the same date and venue for our AGM as the BGA. This is normally in late February and somewhere in the Daventry area. The BGA currently have a small trade show alongside their AGM.

**FOR ACTION: (2010 – B1) Marc Asquith to find out more about the BGA AGM and whether they would be happy for us to have our own AGM alongside.**

## ITEM 5: F&GP

Marc explained that before signatories to our bank can be changed, the bank require minutes of our meetings authorising those changes. He therefore suggested that the Terms of Reference for the F&GP should be amended so that F&GP are authorised to change the signatories and signing limits on the bank account and report back to the Exec at the following meeting. This was approved by the meeting.

**FOR ACTION: (2010 – B2) Jennie Burdett to circulate the amended ToR for F&GP**

Angus P pointed out that the ToR do not say that F&GP must bring things back to the Exec for ratification, only that they should report back. Paul felt that F&GP should report back for ratification, not just report on something that had already been done. John L added that either you delegate something for people to do, or you ask them to look at it and report back.

There was further discussion on this point but Angus P said that in reality the F&GP have very few urgent matters to deal with, generally only the staff salaries and that is relatively straightforward anyway.

## ITEM 6: STAFFING PROVISION OF SHOW STAND AT PARAMOTOR OPEN

Ed said we had agreed to have a stand at the Paramotor Open but have not decided who is going to man it. He said it would be really good if we could have a presence there as the event is getting bigger, however, none of the office staff are available. He would have to try to find someone, possibly John Welch, who would be willing to help.

## ITEM 7: FRENCH VISITING INSTRUCTOR POLICY

Martin reported that the French are introducing validation of instructor licences which could make things difficult for our instructors taking groups of UK students to fly in France. Martin felt that this is against the EU freedom of movement rules and he and Dave are working on this. Dave said there are a number of things still not in place and at the moment there has been no clarification and no problems. We will have to wait and see what happens in the summer.

Dave felt that he had created enough questions for the French so that maybe they would need to have a rethink. Dave said he also had a feeling that this was not a nationwide initiative. Dave and Martin would look at EU rules before the next EU meeting in the summer.

## ITEM 8: INSURANCE FOR BHPA SCHOOLS ABROAD

Marc said that as On Risk do not cover paragliding and hang gliding any more, Mark and Dave will need to be covered by our new insurers.

Angus P asked about dual pilots based abroad and who are currently paying our insurance supplement.

**FOR ACTION: (2010 – B3) F&GP to review membership subscriptions and supplements.**

Dave cautioned against creating a new category of membership for the sake of half a dozen members.

## ITEM 9: BHPA RULES

FSC had produced a list of ten rules for individual flying members, which were considered by the meeting.

Rule 10 – it was agreed that this should be reworded to: 'Members must not act in a manner which brings or may bring the BHPA or the sport in general into disrepute.'

Rule 7 – John A pointed out that if the club rules say that a site is 'club members only', we are in fact endorsing the members-only rule, which we have always tried to avoid. Angus replied that the reasoning was that if there were people who were deliberately flouting club rules, we had a rule in place to enable us to deal with it.

After further discussion it was agreed that Rule 7 should remain.

Rule 6 – Ed wondered whether this should include 'adequately maintain' but Angus P felt that this would mean we would have to have MoTs for the gliders. After consideration it was agreed not to change the wording.

With the amendment to Rule 10 all rules were approved.

## ITEM 10: BHPA RECORDS

This item was deferred until the next meeting.

## ITEM 11: HELMET STICKERS

Brett had produced a new design for rectangular helmet stickers that did not require the expiry date to be hand written on the sticker. Members thought this was a good idea and would progress it when current stocks of stickers were running down.

**FOR ACTION: (2010 – B4) Jennie Burdett to check stock of helmet stickers.**

## ITEM 12: PR OFFICER

Martin informed members that David Wootton had resigned as our PR Officer. David had done a lot of good work for the Association over many years and the Association is very grateful for all that he has done.

John N volunteered to take over the PR Officer role and would contact David.

Angus P suggested that David should be given an Award of Merit at the next AGM and all agreed that this was a good idea.

## ITEM 13: REPORTS

### 13.1 Finance

Martin reported on the Directors Meeting held prior to the main meeting. The BHPA and BGA will be jointly purchasing a freehold office unit in Leicester. The purchase should be completed by the end of June.

Angus P suggested that the announcement in Skywings should be along the lines of: "The BHPA has got to move office as our lease is coming to an end. We have been examining the options, which include renting another office for ourselves, but we have also been in discussions with the BGA because coincidentally they are also looking to move office. This may lead to us sharing an office with the BGA and making cost savings by economies of scale and integration of services."

### 13.2 FSC

John A referred to FSC minutes 2009A in which it mentions that the EHPU have been concerned about sprog setting measurements since 1985. Angus P agreed that this must be an error as the EHPU did not exist in 1985.

### 13.3 Insurance

Martin had circulated a written report prior to the meeting and there were no questions from members. There were no significant problems to report and things were running well with the new insurer.

### 13.4 Admin

Admin had already been covered in the first part of the meeting on the new office.

### 13.5 Skywings

Paul reported that there are many different factors in play but hopefully everything will balance out and Skywings will still come in within budget. He noted that there had been no adverse feedback. There had been less advertising but more editorial and the membership seemed happy with that.

### 13.6 Website

Paul said he needed to do some work on the shop but Angus L has indicated that he would be introducing a new accounts package which would run the shop. Paul was therefore reluctant to put any work into something that is about to be replaced.

Angus P added that we may at some point want to integrate our shop with the BGA shop - retaining two shop fronts but using the same software.

**FOR ACTION: (2010 – B5) Jennie Burdett to ask Michelle to send report on shop activity to John Nash.**

### 13.7 Competitions

There was discussion concerning cross-country flying in the BCC and John N asked whether the rule revisions meant that ratings would now be checked. John A was not sure on this point as Ken Wilkinson, the organiser, had not got back to him yet.

John L said that John A's continued pressure on the organisers was worthwhile. He said that because of safety concerns the northern clubs that he is in touch with no longer compete and John A should continue to put pressure on.

Brett mentioned the amount of money held in the paragliding competitions fund and John A expressed surprise at how much Brett said they had. He said he looked forward to seeing the competitions accounts.

### 13.8 External Representation

John A asked members to think about awards, both our own Award of Merit and the RAeC awards. Paul suggested Paul Farley should be considered and Joe suggested Tony Southwood who has been working for hang gliding for years even though he no longer flies.

Mark Woodhams had requested that Rod Fuller (who had been John Dickinson's test pilot) should be given life membership of the BHPA.

**FOR ACTION: (2010 – B6) Martin Heywood to ask Mark Woodhams for a citation for Rod Fuller.**

### 13.9 School Liaison

John Welch was not at the meeting and there was no discussion.

### 13.10 Paramotor Liaison

Ed reported that the competitions committee had requested that we purchase a medium size marquee for £400 and he asked whether we want to continue to support them in this way. Exec agreed that so long as the marquee had a big BHPA logo on it they were happy to give the support.

In regard to Sporting Licences for paramotors, John A said that we can issue FAI Sporting Licences but CIMA do not like it. However, we have an agreement that we can and this has not been rescinded. There is no need for us to do anything; if there is a problem we have this agreement sitting in the background.

### 13.11 Sites

Steve Walsh was not at the meeting and there was no discussion.

## ITEM 14: ANY OTHER BUSINESS

14.1 The recognition of Rod Fuller had already been discussed under item 13.8.

14.2 John Mayer is trying to get the rules changed to allow him to use wheels on his powered hang glider. This issue has come up before and the answer is that if he approaches Flyability they may support him in an approach to the CAA to get an individual dispensation to enable him to fit wheels because of his disability. Exec members did not agree that we should be pushing the CAA for a change in the rules.

**FOR ACTION: (2010 – B7) Martin Heywood to reply to John Mayer.**

14.3 Marc Asquith said that in light of Lembit Opik no longer being a Member of Parliament, do we want him to remain as our President? He added that we appointed Lembit for a period of five years and this term is up at the end of this year. Members were asked to consider possible alternatives before the next meeting.

**FOR ACTION: (2010 – B8) All Exec to consider names for a new President.**

**FOR ACTION: (2010 – B9) Jennie Burdett to check the database for any members who are MPs.**

14.4 Brett informed the meeting that he and Jocky Sanderson had formed an International Federation of Free Flight Guides. They will come up with a set of guidelines and hopefully this will enable them to get a good insurance deal.

## ITEM 15: NEXT MEETING

The next meeting would be in September and planner would be circulated as normal.

# ACTIONS - OPENED, CONTINUING

<b>WHO</b>	<b>NUMBER</b>	<b>WHAT</b>	<b>STATUS</b>
John Lawson	2009 - B3	(Action taken over from Marc Asquith) Look at Child Protection Policy.	Continuing
Angus Langford	2010 - A4	Proceed with arrangements for Direct Debits.	Continuing
F&GP	2010 - A6	Decide whether to rent or buy office premises.	Continuing
Mark Dale/Marc Asquith	2010 - A9	Liaise re disabled paramotor pilots and trikes.	Continuing
Brett Janaway	2010 - A10	Look into registration of national records and put this on the agenda for the next meeting.	Continuing
Marc Asquith	2010 - B1	Look into possibility of running BHPA AGM alongside BGA AGM.	Opened
Jennie Burdett	2010 - B2	Circulate amended ToR for F&GP.	Opened
F&GP	2010 - B3	Review membership fees and supplements.	Opened
Jennie Burdett	2010 - B4	Check stock of helmet stickers.	Opened
Jennie Burdett	2010 - B5	Ask Michelle to sent report of shop sales to John N.	Opened
Martin Heywood	2010 - B6	Ask Mark Woodhams for citation for Rod Fuller.	Opened
Martin Heywood	2010 - B7	Reply to John Mayer.	Opened
All Exec	2010 - B8	Consider names for BHPA president.	Opened
Jennie Burdett	2010 - B9	Check database for any members who are MPs.	Opened