



AGENDA – MEETING (2025B)

The next Executive Council meeting will take place on Wednesday 18th June 2025. Commencing at 10.30am at 8 Merus Court, Meridian Business Park, Leicester LE19 1RJ.

1. **APOLOGIES FOR ABSENCE**
2. **MINUTES OF PREVIOUS MEETING – (2025A – 1st March 2025)**
3. **MATTERS ARISING** (*See action sheet*)
4. **MEMBER No. 4** (*Jenny Buck*)
5. **BHPA RULES** (*Mark Shaw*)
6. **DALES CLUB – TANDEM PILOT ISSUE** (*Angus Pinkerton*)
7. **EXPENSES POLICY** (*Angus Langford*)
8. **EXEC CHANGES** (*Jenny Buck*)
9. **AGM MATTERS** (*Jenny Buck / Marc Asquith*)
10. **WEBSITE** (*Jenny Buck*)
11. **SKYWINGS MANAGEMENT** (*Jenny Buck*)
12. **BHPA FOUNDATION – APPOINTMENT OF TRUSTEES** (*Marc Asquith*)
13. **REPORTS**
 - 13.1 Finance
 - 13.2 FSC
 - 13.3 Insurance
 - 13.4 Sites
 - 13.5 Skywings
 - 13.6 Website
 - 13.7 Competitions (*Bill Bell*)
 - CIVL (*Brett Janaway*)
 - 13.8 External Representation
 - 13.9 Paramotor Liaison
 - 13.10 Admin
14. **ANY OTHER BUSINESS**

ACTIONS – OPENED, CONTINUING

WHO	NUMBER	WHAT	STATUS
Marc Asquith / Angus Pinkerton / Michelle Lanman	2018 – B1	Marc Asquith, Angus Pinkerton, and Michelle Lanman to review the GDPR policy document.	Continuing
Paul Dancey / Michelle Lanman	2021 – B7ii	Paul Dancey and Michelle Lanman to work on integrating the online application forms to the database.	Continuing
Paul Dancey	2024 – A19	Paul Dancey to move the website to another securer server.	Continuing
Jenny Buck / Michelle Lanman	2024 – A21	Jenny Buck and Michelle Lanman to circulate Terms of Reference for completion.	Continuing
Michelle Lanman	2024 – B4	Michelle Lanman to compile a policy index.	Continuing
Stuart Blackburn	2024 – B12	Stuart Blackburn to establish a diversity sub-committee and provide a strategy and terms of reference.	Continuing
Jenny Buck	2024 – C1	Jenny Buck to inform the member who lodged the complaint against Member R that there is no case to answer.	Open
Martin Heywood	2024 – C4	Martin Heywood to draft a policy on handling requests for information under the Data Protection Act.	Open
Jenny Buck	2024 – C9	Jenny Buck to write to Verbier Summits School requesting the removal of the BHPA logo from their website. A copy of the letter to be sent to SHV.	Open
Brett Janaway	2024 – C11	Brett Janaway to ensure that the change in FAI Records Officer is formally notified.	Open
Jenny Buck / Angus Langford	2025 – A1	Jenny Buck / Angus Langford to review the BHPA expense policy.	Open
Michelle Lanman / Mark Shaw	2025 – A2	Michelle Lanman / Mark Shaw to publish the wording provided via email, once an incident report is submitted, in the Club Bulletin on Telegram and as a BHPA document.	Open
Angus Pinkerton	2025 – A3	Angus Pinkerton to ensure Brett Janaway is aware the BHPA does not support a Sports (EN-C) WPRS.	Open
Michelle Lanman	2025 – A4	Michelle Lanman to circulate Jenny Buck's report on her attendance of the FAI General Conference in Riyadh, Saudi Arabia.	Open
Marc Asquith	2025 – A5	Marc Asquith to draft a proposal, to be discussed and agreed with the BMAA, that the BHPA manage FAI record representation for paramotors.	Open
Marc Asquith	2025 – A6	Marc Asquith to draft a proposal, to be discussed with the BMAA and RAeC, that the alternate delegate for CIMA be proposed by the BHPA.	Open
Michelle Lanman	2025 – A7	Michelle Lanman to discuss the addition of a member's photo, to the digital card, with Simon Dale.	Open
Michelle Lanman	2025 – A8	Michelle Lanman to circulate a BHPA Officials contact list.	Open
Mark Shaw	2025 – A9	Mark Shaw to write a reminder, to be published in the Club Bulletin, emphasising that EP students should not be ground handling until they have completed the necessary exercises in the Student Training Record.	Open