



Meeting 2010C of the BHPA Executive Council

Meeting held on Thursday 9th December, 2010 at the BHPA Office, 8 Merus Court, Meridian Business Park, Leicester, LE19 1RJ

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
Paul Dancey
Martin Heywood
Brett Janaway
Angus Langford
John Lawson
Angus Pinkerton
Steve Walsh

In attendance:

Bill Bell
Stephanie Blankley
Joe Schofield

5.1 Finance Report

Angus L went through the figures for the year end accounts (March 2010) this showed losses for the last two years. In the year to 31st October BHPA has made a surplus of £37K against our original forecast for the same period. This will recover losses from the last two years. Overall costs were a lot lower than expected and we should end the year with a surplus. Changes to Insurance premium payments went from instalments to a lump sum and no Sports Council Funding was received by the BHPA this year.

Monthly account figures now produced including Subscriptions in Advance, which is calculated manually by Michelle as database figure not accurate. Accounts previously calculated every 6 months.

The Accounts were approved

Skywings/Fargher Design Limited

Colin Fargher our advertising agent and designer for Skywings is behind by around 6 months in advertising revenue. Steve asked if payments could go direct to the BHPA and Angus P asked if we could use another company? Joe replied that this was a niche market where personal relationships are built up over a number of years. Collecting payments can be a major problem. Paul stated that they do a lot of artwork for free and this may not happen if we were to use another designer. Martin to drop them a line regarding this. Skywings team to review situation and look at links between BHPA website and Skywings in the future.

ITEM 1: APOLOGIES

Apologies were received from Jennifer Burdett, Ed Cunliffe, Mark Dale, John Nash, Dave Thompson and John Welch.

ITEM 2: MINUTES OF LAST MEETING

Executive meeting 2010B – 27 May 2010

Minutes approved without amendment

ITEM 3: MATTERS ARISING

2009 - B3	Closed
2010 - A1	Closed
2010 - A2	Closed
2010 - A3	Closed
2010 - A4	Continuing. New system would allow DD to be taken over the telephone and transferred using BACS.
2010 - A5	Closed

2010 - A6 Closed

2010 - A7 Martin Heywood to supply text to Paul Dancey for entry onto BHPA website.

2010 - A8 Closed

ITEM 4: AGM

Marc confirmed the next AGM is to be held on 12 February 2011 at Bisham Abbey National Sports Centre, Marlow, Buckinghamshire, SL7 1RR.

New candidates

Bill Bell – in attendance at meeting

Joe McCarthy

John Lawrence

Chris Burns

Re-election candidates

Ed Cunliffe

Paul Dancey

Angus Langford

Items for Agenda

Election

Awards

Reports

Issues raised

Discussion Topics

Brett said Harriet had contacted him with concern that she had seen no invites for AGM – it was stated that this was yet to be arranged. John Aldridge would confirm with the competition committee if they would like Trophies to be present at AGM.

Joe suggested the AGM be moved to another time of year or possible attach to the Flying Show at the NEC. Angus P said that attendance was still moderate at the show. Martin reminded that we invited discussion topics for the AGM and that they were to be submitted to the BHPA office. Joe to ensure this is advertised in January issue of Skywings. Stef to check that all returned proxy votes to the BHPA office are current members at the time of AGM.

ITEM 5: REPORTS

5.1 Finance Report

Report already given as Angus L had to leave meeting earlier.

5.2 FSC

Angus P and Mark D had just attended the CEN WG6 meeting in Paris, unfortunately Mark still there due to weather and travel problems. Angus said the meeting was very constructive and

that the paraglider EN standards review and update was under way. By 2012 there would be an updated standard for EN testing, which would also replace the German LTF standard. The precise methodology for asymmetric collapse testing was being more precisely defined. John A added that there are four testing houses and that anybody could set one up. Angus P said that marking was to be more explicit and that test pilots could present a problem. John A said that harnesses were to have a 2 year review in 2012 and lines in 2011. These standards were written 5 years ago and now need to be reviewed and made simpler. A database of approved harnesses may be a good idea.

Angus P stated that the FSC had decided that Edi Gezcy could have his Instructor licence re-instated but not his Senior Instructor licence.

Martin said the cap had been raised and that things were going well with Manson, now known as Jelf Manson and Hiscox. We have a 3 year rolling policy. A draft of the 2011 policy was in his inbox to be reviewed and in general, feedback on major issues from Hiscox was good.

Martin had decided to review all other BHPA insurance policies (Directors / Officers and Professional indemnity) and check if we have any overlapping of cover that can be reduced. Michelle would send him a package from the office file for review. He added that we have had virtually no claims, with just one outstanding claim from an old policy.

Brett stated that BHPA members when obtaining Tandem supplement had to pay twice, and asked if this could be looked at in the new insurance climate, possibly also tightening up training to make it harder to obtain a licence. Remitted to F & GP under review of fees structure.

5.4 Admin

Marc said that the wireless network was not working for this meeting and that it was to be looked at. The BHPA lease line was a fibre optic cable and the provider was Vaioni with BT providing the line. We have a 3 year contract with them. Upload speed – 2 Mb, download speed – 2 Mb, and 10Mb feed is available so we can increase capacity as required.

Marc said that we had not yet received any invoice for dilapidations for the old premises at Loughborough Road. A BHPA sign for the exterior of Merus Court is on order and a coloured logo for the window located in the hallway of the building to be sourced. Marc suggested we run a competition to name the new office building and run it in Skywings magazine. Joe would liaise with the editor of the BGA magazine to run the article at the same time. Thanks from the executive to Marc Asquith and the Staff for making the move such a swift transition.

5.5 Skywings & 5.6 Website

Joe stated that his Mac computer has finally broken and needs replacing. Although he was concerned that software on a new computer may be an issue.

Advertising was on the decline. Brett said that if advertising was reduced more could we offer discounts. Paul stated that we already offer discounts and that he was unable to predict the revenue from advertising in this current economic climate.

Wings over the Cloud award is to be engraved with the recipient's name – Helen McKerral for the Skywings article "Let nothing stop you". Stef too check with Jennie whether we have any awards left in stock and to notify Marc and Joe.

5.7 Competitions

Report and accounts supplied by John Aldridge

Competitions funding

John A stated that in his view that holding between 50 and 100% of yearly expenditure in reserve was prudent, anything above that level should require justification. The current situation was:-

HG reserve £30,964.11

PG reserve £3,547.88

PA reserve £25,478.07

PPG reserve £10,000

PPG has had a reduction to by £2,000 on the basis that previous donations were intended to be used as a set up fee only. Regarding audits of individual competition panels John confirmed he is sorting guidance from Angus Langford.

Bill Bell confirmed that in Hang Gliding an election process is in operation. Marc stated that the competition panels operate on the basis of self-regulation and that pilots would bring them to account. John said we do not need needless bureaucracy in place for volunteers.

John A is in the process of issuing a competitions handbook after it had been circulated to executive for comments. John Lawson said that the Competitions handbook lacked transparency. John A stated that the aim of competitions was to win essentially.

5.8 External representation

RAeC

When John ceases to be a member of the BHPA Executive he will no longer represent the BHPA at the RAeC. Marc Asquith is still a BHPA representative.

CIVL

Again John A will cease to represent the BHPA in the near future. He suggested we elect two different people to represent the BHPA.

Recommendations are:

PG Chris Burns – RAeC delegate

HG Peter Coad – RAeC alternative delegate

Martin Heywood to notify RAeC of our new representatives.

John A said that as we have no representative at this time and as such reports will need to be requested.

EHPU

John A raised the issue of whether the CIVL will adopt a Certified Glider only rule in PG competitions. CIVL accepts proposals only from its own national delegates and subcommittees.

FSC propose also that only certified gliders be entered into the World and Continental Championship competitions. Marc A said that certification could restrain glider development. Bill Bell said that in HG competitions people were put off from entering by unsafe sites and gliders. Competitions have to have a minimum number to make them viable and that numbers could reduce significantly if members thought that the competitions were only safe for the top most experienced and current pilots.

The BHPA is rapidly moving toward a situation where HG /PG competitions are using certified equipment. Martin was to advise Chris Burns of Executive decision prior to CIVL vote. Put forward for inclusion on the CIVL agenda a motion that from 2012 in FAI category 1 PG competitions, gliders be restricted to certified gliders only.

5.9 School Liaison

Held over until next meeting.

Registration fee still £400.

5.10 Paramotor Liaison

No Issues

5.11 Sites

Stephen Walsh confirmed we have lost one site.

Club issues

Horn Bay cliff site the county council are trying to close the site. Stephen was grateful to Martin for help he had given to the club regarding insurance. Regarding sites where clubs had been refused access, Martin added that the BHPA insurance policy states that the land owner's permission must be given for insurance cover to be valid. Angus P pointed out that this might only be an issue with take-off areas and BHPA rules do state that pilots flying from club sites must familiarize themselves with club rules of which this was one. Therefore if a club had been refused access, then a pilot using the site despite that would still be insured as effectively there were no club rules to follow for that site. Therefore cover would not be lost. Steve W to feed back to enquirers on this point that they could fly and would be covered in such situations. Steve also said that with regard to the BHPA environmental policy we must be alert as to what we are signing up to and that we should check the draft policy of the FAI to which we have already signed.

ITEM 6: ANY OTHER BUSINESS

6.1 Clubs abroad (Dave Thompson)

This was to be carried over to next meeting.

6.2 Festical Of Free Flight (Chris Dawes)

Angus P said that the cost of an outdoor show would be around £2,000 and that this was not cost effective. BHPA schools presence at shows was a good way of promoting the BHPA. We also used the PG simulator as a bargaining tool to get free space at shows – Outdoor Show at the NEC an example. Brett said he and John N could work on a proposal in conjunction with schools to encourage them to attend shows.

Voucher scheme sold by BHPA was suggested but this could be problematic because if there was bad feed-back from the school, the BHPA would be accountable. This is also a very weather dependant sport. Chris Dawes at Airways has suggested that they run the FOFF this year, Martin to confirm the details with Chris.

6.3 Communications Terms of Reference (John Nash / John Lawson)

John Lawson spoke on behalf of John Nash.

To whom do we need to communicate with? How robust is our database to communicate with members?

This needs to be discussed at next executive in full. Add to next agenda.

6.4 Membership Fees and Supplements

Referred to F& GP

6.5 Rod Fuller (consideration of Honorary Life Membership)

Martin to notify the CIVL with a citation, that the BHPA wish to nominate Rod Fuller for CIVL HG Diploma. It was felt that this was a more suitable direction than BHPA life membership.

6.6 Safeguarding vulnerable people (John Lawson)

John L said that Mark Dale is working on this as a draft policy and may have a proposal during 2011. The BHPA policy is to include guidelines and contact telephone numbers to encourage schools and clubs to adopt this policy.

Tandem pilot situation may still be an issue.

6.7 Lighter Life (John Lawson)

Should we keep British Summer Time all year round? John L said that the British Parachute Association have signed up for this and suggested that it might be good for the BHPA to do so. If interest was shown John suggested we put an article in Skywings for member's views. Angus P said that more road accidents happened in the dark afternoons rather than mornings.

6.8 Management of Business (John Lawson)

John L proposed that we produce a list of ongoing issues throughout the year, in between executive meetings. Angus P said that this might suit a project based company, which the BHPA is not. As a project presents itself, then a member of staff or executive is nominated to deal with it. For example, FSC determine Technical Staff priorities; and accidents are dealt with on an individual bases.

The BHPA used to produce a 5 year plan and it was a useful exercise. But most of the objectives the BHPA had no influence over; eg weather, member numbers etc. Martin said that we had to do this for Investors in People and it took a lot of work for not much reward.

Angus P said that it was essential that the BHPA does not stagnate and we must always look at ideas and ways to improve and move forward where possible. The relocation of the BHPA office is a start. We must find ways to simulate our sport and encourage new members and retain old members. For example, 18 months ago we introduced a 2 year membership to new members as an incentive. Direct Debit is now yearly rather than a one off discount. We are also looking at taking DD over the phone.

ACTIONS - OPENED, CONTINUING

WHO	NUMBER	WHAT	STATUS
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