



Meeting 2019C of the BHPA Executive Council

These minutes are not for circulation outside the Board Members and attendees until approved.

Meeting held on Tuesday 11th November 2019 at the BHPA Office, 8 Merus Court, Meridian Business Park, Leicester, commencing at 10.30am.

Present

Marc Asquith
Martin Baxter
Bill Bell
Paul Dancey
Angus Langford
Mark Meadows
Angus Pinkerton
Richard Shaw

In attendance:

Ian Curren
Michelle Lanman
Joe Schofield
Mark Shaw
Dave Thompson

Apologies:

Ed Cunliffe
Martin Heywood
Adrian Thomas
John Welch

ITEM 1: APOLOGIES FOR ABSENCE

Apologies had been received from Ed Cunliffe, Martin Heywood, Adrian Thomas and John Welch.

ITEM 2: MINUTES OF PREVIOUS MEETING

The minutes from the previous Exec meeting, held on Saturday 9th June 2019, were approved with minor amendment.

ITEM 3: MATTERS ARISING

2017 – A4	Continuing
2018 – B1	Continuing
2018 – B2	Continuing
2018 – B9	Continuing
2019 – B2	Continuing
2019 – B3	Continuing. Barclays have located the dormant BHGA account. It cannot be reinstated but we can open a new account with the same name.

ITEM 4: AWARDS

Award nominations were discussed and agreed.

FOR ACTION: (2019 – C1) Mark Meadows to compile an award citation for a member.

FOR ACTION: (2019 – C2) Richard Shaw to compile an award citation for a member.

ITEM 5: ANTICIPATED MEMBERSHIP RENEWAL OF MEMBER M

The anticipated membership renewal of member M was discussed. After a formal vote it was unanimously agreed that this would be declined.

ITEM 6: AGM

It was agreed that Marc Asquith, Martin Baxter and Paul Dancey would stand for re-election at the AGM in March 2020, with Richard Shaw standing down.

The AGM will be live streamed on Facebook with the AGM pack being made available on Facebook prior to this for members to review.

FOR ACTION: (2019 – C3) Marc Asquith to upload the AGM pack to Facebook prior to the AGM.

ITEM 7: FIXED DATES FOR FUTURE EXEC MEETINGS

Marc Asquith suggested that as the Exec meetings are held at roughly the same time each year it was worth considering setting fixed dates. This would aid Exec

members who have other commitments pre booked for months ahead.

It was agreed that an availability planner would be circulated prior to the AGM, covering a year, so that Exec members could indicate when they are not available. The feasibility of fixing dates would then be discussed at the next meeting.

FOR ACTION: (2019 – C4) Michelle Lanman to circulate an availability planner covering twelve months.

ITEM 8: MATT WILKES – ACCESS TO INCIDENT INVESTIGATION REPORTS

Dave Thompson asked for permission for Matt Wilkes to be allowed access to the complete data from formal and informal investigation reports. This would aid with classifying incidents in terms of the Human Factors Analysis and Classification System (HFACS), looking for evidence of preflight impairment. He could then use them to help develop the concept of a currency index into a workable tool for pilots.

Permission was granted.

ITEM 9: SUBSCRIPTIONS / SALARIES

Marc Asquith proposed that the setting of subscriptions and salaries be referred to F&GP as usual.

It was agreed that F&GP would produce a finance report to be presented at the next Exec meeting explaining the background behind the decisions reached.

FOR ACTION: (2019 – C5) Angus Langford to produce a report detailing the decisions made by F&GP on subscriptions and salaries.

ITEM 10: GASCO

Bill Bell proposed that we continue our membership of Gasco and asked that an appropriate donation be made. After discussion it was agreed that it was good for us to have a continuing presence with them and for Bill to continue to educate them about our sport. A £250 donation was approved.

ITEM 11: ELECTRONIC MEMBERSHIP CARDS

Michelle Lanman reported that the project to introduce electronic membership cards was progressing but at a slower rate than anticipated. The aim was to have it in place for the start of the next financial year.

Discussions were held about the feasibility of allowing new members to join up online with the use of an electronic signature. It was agreed the Michelle would investigate this with the help of Paul Dancey.

FOR ACTION: (2019 – C6) Michelle Lanman and Paul Dancey to investigate the feasibility of allowing new members to join online with an electronic signature.

ITEM 12: REPORTS

12.1 Finance

12.1.1 Angus Langford circulated the draft accounts for the last financial year for approval. The accounts were unanimously approved.

12.1.2 Martin Baxter raised questions about the loan fund asking what borrowing limits there were and the acceptable number of guarantors.

Angus Langford suggested that as the forms were of a considerable age, he would like them to be overhauled professionally.

FOR ACTION: (2019 – C7) Angus Langford to arrange for the Loan Scheme forms to be reviewed professionally.

12.1.3 Angus reviewed his Finance report which had been circulated prior to the meeting. This year is proving challenging with a greater fall off of members than in previous years. With another anticipated increase in insurance costs it is likely that a further increase in subscriptions will be necessary for next year.

Ian Curren asked whether it was worth contacting lapsed members to ask why they were not renewing. This had been done in the past and had resulted in a considerable number of the members contacted joining up again. It was agreed to proceed with this.

FOR ACTION: (2019 – C8) Michelle Lanman to produce a list of lapsed members.

FOR ACTION: (2019 – C9) Ian Curren to produce an email to send to lapsed members.

12.1.4 Angus reported that Fargher Design is falling into arrears with its payments. This is being followed up by Paul Dancey.

12.1.5 Angus asked for approval to move some funds into higher interest earning accounts away from Royal Bank of Scotland. This was approved.

12.2 FSC

12.2.1 Angus Pinkerton reported that school inspections are progressing on schedule.

12.2.2 David Thomson has resigned from the FSC raising issues with the PDS Scheme. Some thought is needed as to how we progress with this.

12.2.3 Ian Curren is currently investigating an online program for administering pilot rating examinations.

12.2.4 Bill Morris has retired from running the EPS courses, the Technical Team will take over his role.

12.2.5 The Technical Team have been kept busy with an increased number of incident investigations. Dave Thompson raised concerns that he is seeing repeated cases of paramotors going into spiral and not being able to recover. This is due to heavier wing loading and a reluctance from paramotor pilots to do SIV training.

12.3 Insurance

Marc Asquith reported that negotiations are ongoing for next year's insurance cover. He anticipates that due to a couple of larger claims we have had we will potentially see an increase in the premium.

12.4 Sites

Martin Baxter's report had been circulated prior to the meeting.

He explained that after two years trying to improve the CANP procedure without success he has decided to go ahead and update our website with the changes, he will also write an article about the amendments.

Chris Williams and Pete Logan have developed an app to submit a CANP which Martin intends to forward details of to the FSC for consideration.

FOR ACTION: (2019 – C10) Martin Baxter to update the website and write an article about the CANP changes.

FOR ACTION: (2019 – C11) Martin Baxter to forward details of Chris Williams and Pete Logan's app for submitting a CANP to the FSC.

12.5 Skywings

12.5.1 Paul Dancey reported that advertising income is up due to an increase in advertising rates and additional pages sold.

12.5.2 After lengthy negotiations the move has been made from Royal Mail to One Post. UK post will now carry a bar-code and be pre-sorted enabling us to make some savings. This does introduce an additional step to the delivery process, but it is hoped that the impact will not be too great.

12.6 Website

Paul Dancey's report had been circulated prior to the meeting.

12.7 Competitions

Bill Bell's report had been circulated.

12.8 External representation

Marc Asquith reported that the FAI were nearing bankruptcy. They are looking at re-structuring and potentially issuing sporting licences themselves.

Angus Pinkerton asked if there was a route to follow should they collapse, and Marc considered it likely that sporting associations will set up their own bodies.

12.9 School Liaison

No report available.

12.10 Paramotor Liaison

No report available.

12.11 Admin

Marc Asquith showed the Exec the new Tandem helmet sticker which is in circulation to help with the identification of dual pilots on the hill. A discussion followed about whether to distribute the new sticker to non UK resident tandem pilots. It was agreed that all tandem pilots would receive the helmet sticker on the basis that non UK resident members were well aware that they were not covered by BHPA insurance when flying outside the UK.

ITEM 13: ANY OTHER BUSINESS

13.1 Marc Asquith reported the need to find a new RAeC delegate as Adrian Thomas was unable to attend meetings due to other commitments. As there was not an obvious candidate it was agreed to review this again after the AGM.

13.2 Marc Asquith gave an update on the progress of the work on the Joe Thompson land charge. He is continuing to review his archives in the hopes of locating a copy of the court orders. Without these court orders it will not be possible to enforce the charge.

13.3 Bill Bell reported that he had received an agreement in principle from the Charities Commission, dependent upon the alteration of some of the wording in the documentation. The next stage would be to get the trust registered and publicise it in Skywings.

13.4 Bill Bell asked whether we had explored the possibility of using recyclable packaging to post Skywings. Paul Dancey explained that he has looked at this and it would double the cost. He also had concerns that the recyclable bags were not clear enough for Royal Mail to read the bar code on the paperwork inside.

Marc Asquith pointed out that BSAC post out their magazine without any packaging. Paul raised concerns

that this would affect advertising revenue as it would obliterate the back page.

There being no other business the Chairman closed the meeting at 3.30pm.

ACTIONS – OPENED, CONTINUING

WHO	NUMBER	WHAT	STATUS
Martin Heywood	2017 – A4	Martin Heywood to produce an Equal Opportunities Policy.	Continuing
Marc Asquith / Angus Pinkerton / Michelle Lanman	2018 – B1	Marc Asquith, Angus Pinkerton and Michelle Lanman to review the GDPR policy document.	Continuing
Angus Pinkerton	2018 – B2	Angus Pinkerton to download the GDPR template from the Sports & Recreation Alliance website.	Continuing
Martin Baxter	2018 – B9	Martin Baxter to facilitate the transfer of the charge for the Bloreng and the Long Mynd from the Reggie Spooner Trust to the BHPA Sites Fund Trust.	Continuing
Marc Asquith	2019 – B2	Marc Asquith to review his archives for paperwork relating to the Joe Thompson land charge and report back.	Continuing
Marc Asquith	2019 – B3	Marc Asquith to speak to Barclays Bank about the dormant BHGA bank account.	Continuing
Mark Meadows	2019 – C1	Mark Meadows to compile an award citation for a member.	Open
Richard Shaw	2019 – C2	Richard Shaw to compile an award citation for a member.	Open
Marc Asquith	2019 – C3	Marc Asquith to upload the AGM pack to Facebook prior to the AGM.	Open
Michelle Lanman	2019 – C4	Michelle Lanman to circulate an availability planner covering twelve months.	Open
Angus Langford	2019 – C5	Angus Langford to produce a report detailing the decisions made by F&GP on subscriptions and salaries.	Open
Michelle Lanman / Paul Dancey	2019 – C6	Michelle Lanman and Paul Dancey to investigate the feasibility of allowing new members to join online with an electronic signature.	Open
Angus Langford	2019 – C7	Angus Langford to arrange for the Loan Scheme forms to be reviewed professionally.	Open
Michelle Lanman	2019 – C8	Michelle Lanman to produce a list of lapsed members.	Open
Ian Curren	2019 – C9	Ian Curren to produce an email to send to lapsed members.	Open
Martin Baxter	2019 – C10	Martin Baxter to update the website and write an article about the CANP changes.	Open
Martin Baxter	2019 – C11	Martin Baxter to forward details of Chris Williams and Pete Logan's app for submitting a CANP to the FSC.	Open