
**Agenda for a special virtual meeting of
Council
on Saturday 18 April 2020 at 13:00
on Microsoft Teams**

This fifth special virtual meeting is to consider the effect on British Skydiving of the government's national lockdown to control the coronavirus pandemic - stay at home, protect the NHS and save lives.

British Skydiving meetings are open to members to observe and speak. The meeting will go in-camera to make decisions.

- 1. Apologies for absence** Jeff Montgomery (on furlough)
- 2. Minutes (circulated) of the meeting on held on Tuesday 10 March**
- 3. Minutes (circulated) of the special virtual meeting on held Saturday 11 April**
- 4. Matters arising from the minutes of 11 April not covered elsewhere on the agenda**
(matters arising from the minutes of the meeting on 10 March will be taken at the next scheduled quarterly meeting on Tuesday 16 June)
- 5. Reports to Council**
 - 5.1 From the Chair - Chair's email of 16 April to members
 - 5.2 From the COO - oral update on liaison with the insurers on pro-rata insurance premiums for members who renew late, for part of the membership year.
 - 5.3 From Sam Lee, EPC Chair - status of the Mondial 2020 - Tanay, Russia, 11-21 August.
 - 5.4 From Mark Bayada, MDC Chair - oral report on work of the MDC working groups during the national lockdown.
 - 5.5 From the Communications Manager - online communications.
 - 5.6 Any other urgent reports.
- 6. Financial assistance to Affiliated Parachute Training Organisations**
 - 6.1 Any correspondence received from Affiliated Parachute Training Organisations.
 - 6.2 Cash flow - Treasurer and Finance Manager to report.

End of first open session

.../continued

In-camera session

6.3 Treasurer to report on:

- 6.3.1 Treasurer's covering paper to the templates from legal advisers Muckle at 6.3.2 & 6.3.3
- 6.3.2 Template loan agreement from Muckle
- 6.3.3 Template chattel mortgage agreement (to secure loans) from Muckle
- 6.3.4 PTOs who are trade debtors - paper by the Treasurer*
- 6.3.5 applications from Affiliated PTOs for grants and loans including due diligence by Council's ad hoc Finance Group*
- 6.3.6 the Finance Group's recommendations to Council for grants and loans*

* at the request of the Treasurer, any papers for these items are not being shared with those Council Members who are full-time staff of Affiliated PTOs because of a conflict of interest.

Open session resumes

7. British Skydiving staff

COO to update Council orally.

8. Any other pre-notified business from Council Members

9. Date and time of next special meeting

Saturday 25 April at 13:00 by Microsoft Teams.

Supporting papers

- 02 Minutes of the meeting on Saturday 4 April
- 03 Minutes of the meeting on Tuesday 30 March
- 05.1 Chair's email to members of 16 April
- 06.1 Any correspondence received from Affiliated PTOs
- 06.3.1 Treasurer's covering paper to the templates from legal advisers Muckle at 6.3.2 & 6.3.3
- 06.3.2 Template loan agreement from Muckle
- 06.3.3 Template chattel mortgage (to secure loans) agreement from Muckle
- 06.3.4 PTOs who are trade debtors*
- 06.3.5 Applications from Affiliated PTOs for grants and loans*
- 06.3.6 Finance Group's recommendations for grants and loans*

Dates of future meetings already scheduled

Tuesdays at 18:00 at British Skydiving HQ, Leicester LE2 9TF: 16 June, 15 September and 24 November.