



## Council

### Minutes

### Saturday 30 January 2016 at 12:30

at De Vere Venues Orchard Hotel, University Park, Nottingham NG7 2RJ

**Present:**

Paul Applegate  
Gordon Blamire  
Adrian Bond  
Jack Bradford  
Brian Cumming  
Tash Higman  
Jason Kelleher  
Mike Lewis  
Ian Marshall  
Yassi Molazadeh  
Craig Poxon  
Ian Roseninge  
Martin Soulsby

**In attendance:**

Tony Butler	- Chief Operating Officer (COO)
Debbie Carter	- Treasurer
John Hitchen	- Vice President & Alt Del to IPC
Trudy Kemp	- PA to COO/STO
Tony Knight	- Aviation Adviser / BPA Liaison Officer to CAA
Helen Lucas	- Administration Secretary
Jeff Montgomery	- Safety & Technical Officer (STO)
Martin Shuttleworth	- Secretary-General (Secretary)
John Smyth MVO	- Vice President & Delegate to IPC

**Apologies for absence:**

Gavin McLeod  
Brian Vacher

**Observers:** 3

### Item Minute

#### 01/16 Elections 2016

<i>Position</i>	<i>Nominee/s</i>	<i>Proposer</i>	<i>Secunder</i>	<i>For</i>	<i>Against</i>	<i>Abstain</i>
Chair	Martin Soulsby	Craig Poxon	Brian Cumming	unanimous		
Vice Chair	Craig Poxon	Adrian Bond	Paul Applegate	unanimous		
Treasurer	Debbie Carter	Yassi Molazadeh	Mike Lewis	unanimous		
Chair STC <small>See notes</small>	Jeff Montgomery	Craig Poxon	Mike Lewis	unanimous		
Chair Development Committee	Craig Poxon	Ian Marshall	Mike Lewis	unanimous		
Chair Competitions Committee	Brian Vacher	Jack Bradford	Tash Higman	unanimous		
Chair Communications Committee	Adrian Bond	Jack Bradford	Tash Higman	unanimous		

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<b>Position</b>	<b>Nominee/s</b>	<b>Proposer</b>	<b>Seconded</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
Delegate to RAeC	John Smyth MVO	Craig Poxon	Jason Kelleher	unanimous		
Alternate Delegate to RAeC	Craig Poxon	Mike Lewis	Tash Higman	unanimous		
To co-opt Treasurer, STC Chair and RAeC Delegate (as not already Council members)	-	Gordon Blamire	Tash Higman	unanimous		

- Notes**
- 1 John Hitchen stated that he was not offering himself for re-election as STC Chair.
  - 2 Ian Rosenvinge said that, as a matter of principle, he believed the STC Chair should not be a member of BPA staff, and that the role of BPA technical staff at STC was as advisers. He proposed, and Gordon Blamire seconded, a motion that the election of Jeff Montgomery (BPA STO, a staff post) should be for the February 2016 meeting only, with future arrangements for chairing STC to be included as an agenda item for the February Council meeting. The Secretary pointed out that a review of BPA committee structure and composition was already on the programme of work for Council 2016 (as the next stage in the good governance project) and asked Council whether they wished to consider STC in isolation or take a broader view across all areas of BPA activity. The vote on the proposal was: For - 2, Against - 10.

**Not carried**

**02/16 Composition of Committees**

The Chair invited the Committee Chairs to form their Committees immediately after this meeting. No Committee could have a majority of voting members on Council (more than 7 voting members). The Secretary asked Committee Chairs kindly to advise the relevant Committee Secretary of the composition of their Committees as the copy date for the next issue of *BPA Skydive the Mag* was Wednesday 3 February. The Chair asked Committees to take account of how much work was already scheduled for 2016, including a strategy review feeding into a review of committee structure; the planned premises refurbishment, the new web portal, and the database and media partner tenders.

**03/16 Meeting dates 2016**

STC (for info)

Council

Thursday 4 February

Tuesday 16 February

Thursday 7 April

Tuesday 19 April

Thursday 2 June

Tuesday 14 June

Thursday 28 July

Tuesday 9 August

Thursday 22 September

Tuesday 4 October

Thursday 17 November

Tuesday 29 November

**Agreed**

**04/16 Directors' duties and responsibilities and register of elected members' interests**

The Chair called attention to these, and asked Council Members kindly to complete the relevant forms and return them to the Secretary.

**Action: Elected members**

**05/16 BPA strategy & structure day**

The Chair outlined reminded Council about this day, to be facilitated by BPA governance consultant Amanda Bennett, at the Leicester Hilton on Wednesday 17 February, the day after the next meeting.

**Noted**

**06/16 Date of next meeting**

Tuesday 16 February 2016 at 18:00 at the BPA Office, Glen Parva, Leicester LE2 9TF.

The meeting closed at 12:53 (duration 23m)