



Meeting 2023A of the BHPA Executive Council

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

Meeting held on Saturday 25th February 2023 at Holywell Park Conference Centre, Loughborough, commencing at the conclusion of the AGM.

Present

Marc Asquith
Martin Baxter
Bill Bell
Ed Cunliffe
Martin Heywood
Brett Janaway
Angus Langford
Angus Pinkerton
Tom Prideaux-Brune
Steve Young

In attendance:

Ian Curren
Michelle Lanman
Joe Schofield
Mark Shaw
Dave Thompson

Apologies:

Paul Dancey

GoTo Meeting Link:

Jenny Buck

ITEM 1: APOLOGIES FOR ABSENCE

Apologies had been received from Paul Dancey.

ITEM 2: POST AGM

2.1 Marc Asquith expressed his wish to stand down as Chairman. Jenny Buck was proposed and seconded to take over as chair. Martin Heywood expressed thanks to Marc for all his work during his term.

It was agreed that Marc would chair the meeting in Jenny's absence.

2.2 Tom Prideaux-Brune was proposed and seconded to take over the role of Comps Director from Jenny. The handover will take place once the current funding has been agreed. Tom will be given support from Jenny Buck, Bill Bell, and Brett Janaway.

2.3 Martin Heywood will continue in his role as Vice Chair.

2.4 Marc Asquith will continue as Admin Director and take on the role of Company Secretary.

2.5 Brett Janaway will continue as CIVL delegate.

2.6 Steve Young will be allowed some time to get up to speed before being allocated a role.

ITEM 6: F&GP TERMS OF REFERENCE

It was agreed that the F&GP sub-committee should include the Insurance Director, increasing the participants from four to five. It will now be made up of BHPA Chairman, Treasurer, FSC Chairman, Admin Director, and Insurance Director.

ITEM 3: ITEMS ARISING FROM AGM

Martin Baxter asked whether hosting the EHPU AGM had cost the Association money. Marc estimated it to be around £5/6K. The EHPU pay a contribution and we received substantial sponsorship from Romero. Martin Heywood commented that we host it approximately once every 17 years and that it was important for us to put on a good show.

Brett Janaway asked how the EHPU fit in. Marc explained that it funds WG6; as a member we participate in the accident database; by being involved we can steer EASA, and the CAA may have to take notice.

ITEM 4: MINUTES OF PREVIOUS MEETING

The minutes from the Exec meeting held on Friday 11th November 2022 were approved with a minor amendment.

ITEM 5: MATTERS ARISING

2018 – B1	Continuing
2020 – A11	Continuing
2021 – B7	Continuing
2021 – B13	Closed – no further action required.
2022 – C1	Closed
2022 – C2	Closed
2022 – C3	Closed
2022 – C4	Closed
2022 – C5	Closed
2022 – C6	Closed
2022 – C7	Closed

ITEM 7: PROPOSED LOAN TO NORFOLK HG & PG CLUB

Angus Langford explained that the Norfolk club were requesting £38K to purchase a new winch. Ian Curren confirmed that he had spoken to the club about the suitability of the winch. Angus had received all the necessary paperwork from them and proposed we agree the loan.

It was agreed that the loan be approved.

FOR ACTION: (2023 – A1) Angus Langford to liaise with Norfolk HG & PG Club re progressing their loan application.

ITEM 8: SITE FUND TRUSTEES

Martin Baxter had spoken to the trustees about continuing in their roles and Adrian Thomas was ambivalent. It was agreed that Martin Heywood would check the formalities of changing trustees.

FOR ACTION: (2023 – A2) Martin Heywood to investigate the formalities involved in changing trustees on the Site Fund.

ITEM 9: JT MEMBERSHIP

JT had re-joined the association after some time away, and although he held ratings it was felt that his experience and knowledge were lacking, and that he was unsafe to fly.

The member in question decided to cancel his membership application of his own accord.

ITEM 10: TB MEMBERSHIP

Despite being red flagged TB signed up as a new member at the end of 2022 using an alias and obtained a rating.

It was agreed that for his membership to continue we would need an undertaking that he will not continue to undertake or advertise *ab initio* training.

FOR ACTION: (2023 – A3) Martin Baxter to draft a letter to TB advising that if he wishes to remain a member of the BHPA he must sign an undertaking that he will refrain from training and advertising.

ITEM 11: CP PAPERWORK & PDS SYSTEM

The PDS system website is down and after investigation it has been discovered that the company tasked with hosting it has been shut down by Companies House. There is a real possibility that we may have lost all the content.

We are currently sending out paperwork referencing the PDS and giving logon details to members when they achieve CP rating. It was agreed that this paperwork needs amending to remove any mention of the PDS system.

FOR ACTION: (2023 – A4) Mark Shaw to amend the paperwork sent to CP members removing any mention of the PDS system.

Angus Pinkerton suggested we should put a holding page on the website to say the PDS system no longer exists, and we should try to re-capture the data.

FOR ACTION: (2023 – A5) Paul Dancey to put a holding page up on the website to say the PDS system no longer exists.

ITEM 12: CHILD PROTECTION POLICY FROM IRENE CARSON

Irene Carson had forwarded the Child Protection Policy that she had developed for the Scottish Hang Gliding & Paragliding Federation for us to utilise. Marc Asquith suggested that Steve Young, with assistance from Bill Bell, review the policy and amend where necessary for us to adopt.

FOR ACTION: (2023 – A6) Steve Young & Bill Bell to review and amend the Child Protection Policy provided by Irene Carson for the BHPA to adopt.

ITEM 13: DIGITAL MEMBERSHIP CARD

It was agreed that there was a need to re-publicise the availability of the digital membership card.

FOR ACTION: (2023 – A7) Michelle Lanman & Joe Schofield to re-publicise the availability of the digital membership card.

ITEM 14: CIVL UPDATE

Brett Janaway had circulated a report prior to the meeting.

ITEM 15: REPORTS

15.1 Finance

Angus Langford's report had been circulated.

15.2 FSC

Nothing further to report.

15.3 Insurance

Marc Asquith reported that the Steve May incident will be going to trial.

15.4 Sites

Nothing further to report.

15.5 Skywings

Nothing further to report.

15.6 Website

Nothing further to report.

15.7 Competitions

Brett Janaway asked what the timeline was for the next lot of funding to be agreed. Jenny Buck confirmed that it would be the following week.

15.8 External representation

Marc Asquith reported that he has two meetings scheduled with the CAA in March.

15.9 Paramotor Liaison

Ed Cunliffe noted that he had reviewed Ian Curren's training videos on the web and was keen for power to be covered

in the same way. Angus Pinkerton pointed out that when the future of the Pilot Handbook had been discussed a move to online only was considered. Ultimately, we decided to re-publish an updated version of the handbook, but further discussions are necessary about funding the power development with Ian.

15.10 Admin

Nothing further to report.

ITEM 16: ANY OTHER BUSINESS

16.1 Bill Bell and Jenny Buck asked for support to be given to Andy Shaw in raising sponsorship. They felt that Andy should be given a role (outside of Exec), and a BHPA email address to assist him.

It was agreed that Jenny would work with Andy to agree on the Terms of Reference, and Angus Langford volunteered to inspect any contracts prior to agreement.

FOR ACTION: (2023 – A8) Jenny Buck to agree Terms of Reference with Andy Shaw.

16.2 Tom Prideaux-Brune asked what steps we could take to bring more schools in to the BHPA fold. Marc Asquith commented that this was difficult to achieve as to be members they had to agree to abide by our rules. Very often their operations meant they were unable to do this.

There being no other business the Chairman closed the meeting at 12.50pm.

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
Marc Asquith / Michelle Lanman	2020 – A11	Marc Asquith and Michelle Lanman to set up a working group to look at closer working relations between the BHPA and the BGA.	Continuing
Marc Asquith, Paul Dancey, Angus Langford, Michelle Lanman	2021 – B7	Marc Asquith, Paul Dancey, Angus Langford, and Michelle Lanman to set up a working group to look at implementing a new website and database.	Continuing
Angus Langford	2023 – A1	Angus Langford to liaise with Norfolk HG & PG Club re progressing their loan.	Open
Martin Heywood	2023 – A2	Martin Heywood to investigate the formalities involved in changing trustees on the Site Fund.	Open
Martin Baxter	2023 – A3	Martin Baxter to draft a letter to TB advising that if he wishes to remain a member of the BHPA he must sign an undertaking that he will refrain from training and advertising.	Open
Mark Shaw	2023 – A4	Mark Shaw to amend the paperwork sent to CP members removing any mention of the PDS system.	Open
Paul Dancey	2023 – A5	Paul Dancey to put a holding page up on the website to say the PDS system no longer exists.	Open
Steve Young / Bill Bell	2023 – A6	Steve Young & Bill Bell to review and amend the Child Protection Policy provided by Irene Carson for the BHPA to adopt.	Open
Michelle Lanman / Joe Schofield	2023 – A7	Michelle Lanman & Joe Schofield to re-publicise the availability of the digital membership card.	Open
Jenny Buck	2023 – A8	Jenny Buck to agree Terms of Reference with Andy Shaw.	Open