



Meeting 2023B of the BHPA Executive Council

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

Meeting held on Thursday 29th June 2023 at 8 Merus Court, Meridian Business Park, Leicester LE19 1RJ, commencing at 10.30am.

Present

Marc Asquith
Martin Baxter
Bill Bell
Jenny Buck
Ed Cunliffe
Paul Dancey
Martin Heywood
Angus Langford
Angus Pinkerton

In attendance:

Ian Curren
Michelle Lanman
Joe Schofield
Mark Shaw
Dave Thompson

Apologies:

Tom Prideaux-Brune
Steve Young

GoTo Meeting Link:

Brett Janaway

An elected members only session was held prior to the start of the meeting.

Angus Langford presented the Treasurer's Report previously circulated noting a 64k loss last year. A break-even position had been anticipated for 22/23 but there were significant one-off administrative expenses. The year 2023/24 would be affected by the Ukraine war and further insurance cost rises giving a forecast loss in the region of £50k.

Angus discussed proposals for dealing with this figure and there were a number of potential savings with respect to property in and around the office but nothing which would make a significant impact. The question of possible redundancy was also discussed, and Exec members unanimously thought this avenue regrettably had to be pursued.

After a short break the meeting opened to the other attendees at 11.10am.

ITEM 1: APOLOGIES FOR ABSENCE

Apologies had been received from Tom Prideaux-Brune and Steve Young.

ITEM 2: MINUTES OF PREVIOUS MEETING

The minutes from the AGM held on Saturday 25th February 2023 were approved.

The minutes from the Exec meeting held on Saturday 25th

February 2023 were approved with minor amendment.

ITEM 3: MATTERS ARISING

2018 – B1	Continuing
2020 – A11	Continuing
2021 – B7	Continuing
2023 – A1	Continuing
2023 – A2	Closed
2023 – A3	Closed. Member TB has now been red flagged.
2023 – A4	Continuing. A draft will be circulated to FSC for approval.
2023 – A5	Closed
2023 – A6	Continuing. Marc Asquith volunteered to take up the position of safe-guarding officer once the policy is complete.
2023 – A7	Closed
2023 – A8	Continuing. A BHPA email address will be issued to Andy Shaw once the agreement has been signed.

ITEM 4: AGM 2024

The 2024 AGM will be held at Loughborough University's Holywell Park Conference Centre on 24th February 2024 in conjunction with the BGA's annual conference. Joe Schofield will advise on the timings for voting papers.

FOR ACTION: (2023 – B1) Joe Schofield to advise on the timings for the 2024 voting papers.

Marc Asquith proposed that we rescind the 1995 Resolution relating to notice periods for informing members of the date and location of future AGM's, how to propose resolutions and how to stand for election to the board. This conflicts with the Memorandum and Articles of Association.

FOR ACTION: (2023 – B2) Marc Asquith to write a proposal to rescind the 1995 Resolution relating to AGM timings.

Ed Cunliffe and Angus Pinkerton are due to stand for re-election by rotation. We require, possibly one or two further members to restand depending on whether anyone resigns in the meantime. Martin Heywood and Martin Baxter volunteered and will stand as required.

ITEM 5: BHPA TRUST – CHANGE OF TRUSTEES

Martin Heywood had investigated the formalities involved in changing trustees on the Sites Fund. This simply involved documenting the amendment and attaching a copy to the original paperwork, which he will do.

Adrian Thomas has officially retired, and Steve Young will be appointed. Once the paperwork has been completed the bank mandate for the Sites Fund bank account can be amended.

FOR ACTION: (2023 – B3) Michelle Lanman to amend the bank mandate for the Sites Fund.

ITEM 6: MEMBER M

Member M is currently red flagged but has approached us to ask if we would re-consider his application for membership.

He was originally red flagged in June 2021 as he was selling tandem flights without a Tandem licence. He was given opportunity to continue his membership if he signed an undertaking that he would comply with the BHPA Rules and Regulations. He declined.

It was agreed that his membership would remain red flagged.

FOR ACTION: (2023 – B4) Michelle Lanman to notify member M that Exec. have determined to continue to decline any application for BHPA membership from him.

ITEM 7: MEMBER T

Numerous complaints have been received regarding member T low flying, being unpleasant and abusive. A BHPA club has attempted to work with him but unfortunately this has not been successful, and they have come to us to help resolve the issue.

It was agreed that member T's application for membership be declined.

FOR ACTION: (2023 – B5) Michelle Lanman to notify member T that his application for membership has been declined.

ITEM 8: MEMBER P

Member P has joined the association on a number of occasions and then requested a refund very shortly after. He re-joined again on 20th June 2023.

Currently he does not hold any ratings or licenses with us, however, he operates a website selling training. We have also received complaints about him from a BHPA Club.

It was agreed that his application for membership would be declined, and a refund issued.

FOR ACTION: (2023 – B6) Michelle Lanman to write to member P informing him that Exec. had determine to decline his membership application and refund his fees.

ITEM 9: CONSIDERATION OF ISSUES SURROUNDING MEMBER Z

The background regarding an insurance claim made by member Z was discussed.

It was agreed that as Member Z had not been found guilty of fraud no action was required by the Association.

ITEM 10: BMFA – ARTICLE 16

Martin Baxter had circulated a briefing paper prior to the meeting.

Article 16 was produced by the CAA as a result of the popularity of drones, which are generally limited to 400' ATO. As the BMFA is a respected organisation, Article 16 allows BMFA members to fly models weighing less than 7.5kg above 400'. Models weighing more than 7.5kg can only be flown above 400' where the BMFA has issued an appropriate site permit.

Concerned with problems of depth perception when remotely operating models above 400' a meeting was held between Martin Baxter, Marc Asquith and Dave Phipps, CEO of the BMFA. It was agreed that a re-draft of our joint code of conduct was required to explain Article 16 for the benefit of BMFA and BHPA members. Martin also mistakenly thought Dave had agreed to consult us before issuing permits for shared soaring sites, however he issued a permit for Mercury without consultation.

Subsequently Dave has suggested that the joint code of conduct is not the place for this level of detail. When challenged about consultations over site permits, he claimed 'that the process established in liaison with the CAA does not include a mechanism for external stakeholder engagement'.

Martin asked how best to move forward. It was agreed that Martin should produce an article for our members. He

should also write to Dave Phipps advising him we will not proceed any further and share the article with him.

FOR ACTION: (2023 – B7) Martin Baxter to write a piece for Skywings on Article 16.

FOR ACTION: (2023 – B8) Martin Baxter to write to Dave Phipps informing him that we will proceed no further and share the Skywings piece about Article 16 with him.

ITEM 11: AUDIO VERSION OF THE PILOTS' HANDBOOK

A request had been received from a BHPA Coach asking if he could record parts of the Pilot Handbook to aid a dyslexic student. This had prompted Angus Pinkerton to investigate the possibility of producing an audio version of the book.

Angus had experimented with Google's text to speak facility which was promising. However, some issues had arisen with pronunciation and formatting. The Pilot Handbook is heavy on heading and sub-headings which is not easy to convey with an audio version. There would also have to be some consideration given to how the numerous diagrams were provided.

He concluded that it would be possible to overcome the issues but would involve a considerable amount of work for someone to complete fully.

It was agreed that we do not currently have the resources to proceed with this.

ITEM 12: GASCo

Bill Bell had circulated a report prior to the meeting explaining the benefits we derive from our membership of GASCo. He requested we continue our membership.

It was agreed that we would renew however Jenny Buck asked for more active feedback from the meetings.

FOR ACTION: (2023 – B9) Michelle Lanman pay GASCo fee of £250.

ITEM 13: PARAMOTOR WORLDS

Bill Bell reported that CIMA have approved the bid to hold the Paramotor Worlds in the UK next year. Although he was still waiting for a formal plan and risk assessment Bill asked if the BHPA would approve, in principle, to underwrite the risks.

It was agreed that once the formal paperwork was complete it be submitted to F&GP for a decision. Time constraints meant a decision was unable to wait until the next Exec meeting.

FOR ACTION: (2023 – B10) F&GP to review the plan for the Paramotor Worlds 2024 and make a decision about underwriting the event.

ITEM 14: COMPETITION INSURANCE

An issue has arisen at a recent BHPA event where a foreign non BHPA pilot's insurance cover was found to be very low. On this occasion the problem was overcome by making him a day member. However, it has highlighted the issue that moving forward we need to decide what is the minimum requirement we will accept.

AXA currently provide a policy giving €1.5 million cover. It was agreed that the simplest option would be to adopt this as our minimum requirement. Any pilots not meeting this would need to take out BHPA day membership.

To facilitate this, it was agreed that the current day online application system be adapted to allow competition pilots to take out numerous day memberships.

FOR ACTION: (2023 – B11) Paul Dancey and Michelle Lanman to adapt the current day online application system to allow competition pilots to take out numerous day memberships.

ITEM 15: ACTION 2012 A2 – PARACHUTE CHART

In 2012 a decision was made to place the parachute chart from the Pilot Handbook on the website. With the revision of the book this information is now out of date.

Marc Asquith proposed that, as the hit count on the page had been very low, it be removed completely.

However, Paul Dancey pointed out that it was easier for him to replace the information rather than deleting it as it would mean tracking down all links to the page. It was therefore agreed to update the information.

FOR ACTION: (2023 – B12) Paul Dancey to update the parachute chart information on the website.

ITEM 16: REPORTS

16.1 Finance

Angus Langford's report had been discussed earlier in the meeting at the Exec only session.

16.2 FSC

16.2.1 Angus Pinkerton reported that an FSC meeting had been held the previous week. Once the minutes were approved, they would be circulated.

Nigel Davies had attended an Investigatory Hearing and it was expected that he would appeal against the decisions made by the FSC. In anticipation Martin Heywood agreed to head up an appeal panel together with Ed Cunliffe and Jenny Buck.

FOR ACTION: (2023 – B13) Martin Heywood, Ed Cunliffe and Jenny Buck to form an appeals panel re Nigel Davies.

16.2.2 The test rig has been put back into operational use, at a small expense, after not being used for some time. There are plans for it to be utilised soon.

16.2.3 At a recent Power Trainers Conference there had a request to FSC for Tandem Footlaunched paramotoring within BHPA Register Schools to be insured as a way of introducing pilots to the sport. Contrary to our initial fears, there do not appear to be any recorded incidents. The FSC have agreed to a trial and Marc Asquith has confirmed with our brokers that they are happy for us to proceed.

16.3 Insurance

Martin Heywood had circulated a report detailing all our insurance policies which relate to us functioning as a business including the cover for all our activities as a company and as individuals with responsibility to deliver a service to free flight.

16.4 Sites

Martin Baxter's report had been circulated.

Martin had been approached by the GAA Programme Manager, Tom Hardie, with a request to release BHPA site data to the CAA. This is to aid in the distribution of Airspace Change Proposals (ACPs).

Mark Shaw explained that he currently receives emails of any impending ACPs from the CAA which he then circulates to any affected clubs. The clubs can form a collective and liaise with Tom to decide how to proceed.

It has become apparent that there are 14 current ACPs which we have not received, Mark is currently working through them. The CAA website is clunky to use, and it is difficult to track ACPs using this.

Tom has produced a map over which our sites can be laid, this would quickly highlight which ACPs would affect us. It was agreed we would supply Tom with our site information once he was able to proceed.

Pete Stratten (BGA) has forwarded a proposal to employ a GAA Airspace Support Contractor to work on behalf of volunteer-led GAA member organisations so they can respond effectively to the high volume and sometimes complex ACPs.

FOR ACTION: (2023 – B14) Michelle Lanman to circulate the proposal to employ a GAA Airspace Support Contractor issued by Pete Stratten.

It was agreed that Jenny Buck would respond to Pete, by the end of August once everyone had reviewed the proposal.

FOR ACTION: (2023 – B15) Jenny Buck to respond to Pete Stratten regarding his proposal to employ a GAA Airspace Support Contractor.

16.5 Skywings

Paul Dancey's report had been circulated.

16.6 Website

16.6.1 Paul Dancey reported problems with the new German incident reporting system. The deadline for transitioning has long since passed and we have not yet received the necessary information to allow us to tailor the new form for submissions.

Marc Asquith had attended a meeting with the DHV CEO. He reported that they are looking at importing data into the new system despite it being expensive to do so. The hope is that DHV will fund 50% of the cost involved with the Swiss also contributing. We may need to consider making a small contribution.

16.6.2 The current online shop software will soon need replacing. It dates back to 2008 and stopped being supported several years ago.

16.6.3 Bill Bell commented that a media page is now on the website.

16.7 Competitions

Jenny Buck's report had been circulated.

Bill Bell thanked Jenny Buck for all her work during her time as Comps Director and confirmed he is now back in the role.

16.8 External representation

Jenny Buck confirmed that she will remain as RAeC representative, although Marc Asquith will attend the next meeting in his capacity as a RAeC Vice President.

16.9 Paramotor Liaison

Nothing to report.

16.10 Admin

Nothing to report.

ITEM 17: ANY OTHER BUSINESS

17.1 Rhian Ebrey (Glide Gals) is being asked to speak at clubs about her diversity and inclusivity initiative, however she is too busy to do this and had approached Jenny to step in. Jenny instead proposed that we send out a survey to determine what people perceive are the barriers to the sport and devise an action plan to deal with these.

FOR ACTION: (2023 – B16) Jenny Buck to liaise with the SEW D&I rep (Kate Bresner) to discuss ways of taking this initiative forward.

17.2 Michelle Lanman raised a query regarding the use of QR codes on helmet stickers. The wording currently attached to the code mentions that the pilot's membership number is shown on the helmet sticker, this is not the case, it is just their expiry date. After discussion it was agreed

that membership numbers should not be shown and the wording on the QR code be amended accordingly.

FOR ACTION: (2023 – B17) Ian Currer and Michelle Lanman to amend the wording attached to the QR code on helmet stickers.

It was suggested that Joe Schofield run an article about the revised helmet stickers once we are ready to issue them.

FOR ACTION: (2023 – B18) Joe Schofield to publish an article about the use of QR codes on our helmet stickers once we are ready to issue them.

17.3 Mark Shaw gave an update on the CAA General Aviation Partnership (GAP), CAA EC TCG; shared airspace council meetings.

The CAA are moving towards electronic conspicuity devices being mandatory, ADS-B being their preferred platform. Their rebate scheme has been extended again, reportedly until 31st March 2024 or until their funds run out.

A refresh of the Paramotor Code has been undertaken and we have been asked to review it.

Given the number of paramotoring airproxes and airspace infringements, we have been asked to take part in an online roundtable meeting organised by the CAA to discuss integrating paramotoring into UK airspace. A number of non BHPA schools have also been invited.

The CAA is expecting to receive a Coroner's Regulation Order 28 from the Shawn Crossfield inquest. The coroner expressed concern that PPG pilots could teach themselves to fly and to maintain their equipment without any outside training or supervision.

Jenny Buck closed the meeting by expressing the Council's thanks to Marc Asquith for his period as chairman. It was re-assuring that his vast knowledge would still be at hand.

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.	Continuing
Mark Shaw	2023 – A4	Mark Shaw to amend the paperwork sent to CP members removing any mention of the PDS system.	Continuing
Steve Young / Marc Asquith	2023 – A6	Steve Young & to review and amend the Child Protection Policy provided by Irene Carson for the BHPA to adopt.	Continuing
Jenny Buck / Angus Langford	2023 – A8	Jenny Buck to agree Terms of Reference with Andy Shaw.	Continuing
Joe Schofield	2023 – B1	Joe Schofield to advise on the timings for the 2024 voting papers.	Open
Marc Asquith	2023 – B2	Marc Asquith to write a proposal to rescind the 1995 Resolution relating to AGM timings.	Open
Michelle Lanman	2023 – B3	Michelle Lanman to amend the bank mandate for the Sites Fund.	Open
Michelle Lanman	2023 – B4	Michelle Lanman to notify member M that Exec. have determined to continue to decline any application for BHPA membership from him.	Open
Michelle Lanman	2023 – B5	Michelle Lanman to notify member T that his application for membership has been declined.	Open
Michelle Lanman	2023 – B6	Michelle Lanman to write to member P informing him that Exec. had determine to decline his membership application and refund his fees.	Open
Martin Baxter	2023 – B7	Martin Baxter to write a piece for Skywings on Article 16.	Open
Martin Baxter	2023 – B8	Martin Baxter to write to Dave Phipps informing him that we will proceed no further and share the Skywings piece about Article 16 with him.	Open
Michelle Lanman	2023 – B9	Michelle Lanman pay GASCo fees of £250.	Open
F&GP	2023 – B10	F&GP to review the plan for the Paramotor Worlds 2024 and make a decision about underwriting the event.	Open
Paul Dancey / Michelle Lanman	2023 – B11	Paul Dancey and Michelle Lanman to adapt the current day online application system to allow competition pilots to take out numerous day memberships.	Open
Paul Dancey	2023 – B12	Paul Dancey to update the parachute chart information on the website.	Open
Martin Heywood / Ed Cunliffe / Jenny Buck	2023 – B13	Martin Heywood, Ed Cunliffe and Jenny Buck to form an appeals panel re Nigel Davies.	Open

Michelle Lanman	2023 – B14	Michelle Lanman to circulate the proposal to employ a GAA Airspace Support Contractor issued by Pete Stratten.	Open
Jenny Buck	2023 – B15	Jenny Buck to respond to Pete Stratten regarding his proposal to employ a GAA Airspace Support Contractor.	Open
Jenny Buck	2023 – B16	Jenny Buck to liaise with the SEW D&I rep (Kate Bresner) to discuss ways of taking this initiative forward.	Open
Ian Curren / Michelle Lanman	2023 – B17	Ian Curren and Michelle Lanman to amend the wording attached to the QR code on helmet stickers.	Open
Joe Schofield	2023 – B18	Joe Schofield to publish an article about the use of QR codes on our helmet stickers once we are ready to issue them.	Open