



**Agenda for a meeting of  
Council  
on Tuesday 26 November 2019 at 18:00  
at BPA HQ, 5 Wharf Way, Glen Parva  
Leicester LE2 9TF**

Item nr	Business	Lead	Pre-read paper
1	<b>Apologies for absence</b> Nick Bunting	-	-
2	<b>Declarations of interest</b>	-	-
3	<b>Minutes</b> To re-confirm minutes of the meeting of Tuesday 1 October (previously circulated and approved by Council electronically).	Chair	Minutes
4	<b>Matters arising from the minutes</b> not covered elsewhere on the agenda <b>4.1</b> Min 62.9, Brian & Georgie Vacher - Chair's letter to them of 5 November. <b>4.2</b> Min 66.1, Grievance case - COO to update orally <b>4.3</b> Min 66.2, Manangement accounts and membership statistics as an Excel spreadsheet - Finance Manager <b>4.4</b> Min 71, Publication of sponsorship allocation process - Sam Lee & Communications Manager <b>4.5</b> Min 77, Link to new web hub - Commuications Manager <b>4.6</b> Min 77, Publication of policy on communication of Council actions - Commuications Manager <b>4.7</b> Any other matters arising not listed above.	Chair	Minutes
5	<b>Finance &amp; compliance</b> <b>5.1</b> Management accounts & membership statistics to end October <b>5.2</b> Membership subscriptions from 1 April 2020 - BPA element recommend to the AGM (NB insurance figures shown are the current year's: premium quote for 2020 not yet received from the brokers) <b>5.3</b> Retirement of Jon Gretton, BPA Finance Manager for 23 years <b>5.4</b> Recruitment of a successor to Jon Gretton <b>5.5</b> Arrangements for a new Company Secretary to succeed Jon Gretton <b>5.6</b> Business and financial risk register - Tash Higman  <i>.../ continued</i>	Chair	5.1 - Mgt a/cs and m'ship stats  5.2 - M'ship subscription options 2020-21

Item nr	Business	Lead	Pre-read Paper
	<p>.../ continued</p> <p>5.7 Data compliance - Secretary</p> <p>5.8 <i>In camera</i> Consideration of Staff Christmas bonus</p> <p>5.9 Any other finance and compliance matters</p>		
6	<p><b>Recommendations from the Working Party on Committees: Committee Terms of Reference</b> including suggested dates for quarterly Council meetings in 2020</p>	Chair	6 – [to follow in second tranche] Draft Cttee ToRs from Working Party on cttee structure
7	<p><b>Sponsorship 2020</b> To consider a paper from Mark Bayada, Competitions Chair</p>	Comps Chair	7 - Sponsorship 2020
8	<p><b>Strategic plan 2019 deliverables - November update</b></p>	Chair	8 - [to follow in 2 <sup>nd</sup> tranche] Strategic plan 2019 deliverables - Nov update
9	<p><i>In camera</i> <b>BPA Awards in the gift of Council</b> The award critetia and a list of previous winners are set out on each supporting paper.</p> <p><b>9.1</b> Consideration of a nomination for the British Skydiving Jim Crocker Sword Award for a significant and sustained contribution to British Skydiving</p> <p><b>9.2</b> Consideration of nomination for the British Skydiving Taz Causer Experienced Skydiver of the Year Award 2019</p>	Chair	<p>9.1 - Nomination for the British Skydiving Jim Crocker Sword Award</p> <p>9.2 - Nominations for the British Skydiving Taz Causer Award 2019</p>
10	<p><b>Royal Aero Club</b></p> <p><b>10.1</b> Update report - Chair, as BPA Delegate to RAeC</p> <p><b>10.2</b> Consideration of suggested nominations for FAI and RAeC Awards 2019</p>	Chair	10.2 - Suggested nominees for FAI & RAeC Awards 2019
11	<p><b>Reports from Committees of Council</b></p> <p><b>11.1</b> To consider any outstanding recommendations in minutes (previously circulated) of the Communications, Development, and Competitions Committee meetings held on Tuesday 1 October</p> <p><b>11.2</b> To consider any recommendations and approve any changes to the Operations Manual in minutes (to follow) of the STC meeting held on Thursday 14 November 2019</p> <p><b>11.3</b> To receive an oral report by the Committee Chairs on this afternoon's meetings of the (i) Communications and (ii) Development - including the go-live schedule for rebranding, the new web hub and PIMS - and (iii) Competitions Committees.</p>	<p>Comms/ Dvt/ Comps Chairs</p> <p>STC Chair</p>	<p>11.1 - Comms/Dvt/ Comps mins - <b>Oct</b></p> <p>11.2 - STC minutes - Nov 2019 (to follow)</p>

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12	<b>Council 2020</b> To note the list of nominees at the close of nominations at noon on Wednesday 13 November 2019. Four three-year seats are vacant together with a casual seat for one year.	Secretary	12 - Nominations for Council
13	<b>Application for Affiliation</b> Skydive Snowdonia	Chair	13 - [to follow in 2nd tranche] Application from Skydive Snowdonia
14	<b>Any other business</b> to be notified to the Secretary by no later than noon on Friday 22 November.	Chair	-
15	<b>Date of next meeting</b> Saturday 25 January 2020 at approx 12:30, in the De Vere Orchard Hotel, Nottingham (Ground Floor), after the morning session of the AGM and presentation ceremony at EMCC	-	-

British Skydiving HQ will be close for the holidays at noon on Friday 20 December and re-open on Thursday 2 January.

Merry Christmas and Happy New Year!