

**Agenda for a meeting of  
Council  
on Tuesday 28 November 2017 at 18:00  
at BPA HQ, 5 Wharf Way, Glen Parva  
Leicester LE2 9TF**

- D - Decision**      *Decision/approval required at meeting*  
**A - Advice**        *Issue needing discussion to advise/inform future direction/decision*  
**I - Information**    *Update - requires brief feedback only, no detailed discussion*  
**R - Ratification**    *Confirmation of decisions taken electronically between meetings, or by a Committee*

Item nr	D/A/I/R	Time	Business	Lead	Pre-read paper
1	I	18:00	<b>Apologies for absence</b>	Chair	-
2	I	18:02	<b>Declaration of any conflicts of interest</b>	Chair	-
3	I	18:05	<b>Minutes</b> of the meeting held on Tuesday 3 October 2017, previously approved electronically and published on the BPA website <a href="http://bpa.org.uk/member/agendas-and-minutes/">bpa.org.uk/member/agendas-and-minutes/</a>	All	Minutes
4	I/D	18:10	<b>Matters arising from the minutes not covered elsewhere on the agenda</b> <b>4.1</b> Min 75.1, Consultation with Affiliated PTOs on safeguarding - Secretary <b>4.2</b> Min 75.2, Data protection audit - Secretary <b>4.3</b> Min 65, Residency requirement to compete for Britain - COO & Competitions Chair <b>4.4</b> Any other matters arising not listed above	Chair	Minutes
5	I/D	18:25	<b>Finance</b> <b>5.1</b> Management accounts & membership statistics <b>5.2</b> Membership subscriptions for the membership year beginning on 1 April 2018 <b>5.3</b> Any other financial matters	Treasurer and Finance Manager	5.1 - Mgt accounts and m'ship stats 5.2 - M'ship subs 2018/9 (to follow)

Item nr	D/A/I/R	Time	Business	Lead	Pre-read paper
6	I/D	18:40	<b>Strategic plan</b>	Nick Bunting - Chair, Strategy Group	v6.1 Strategic plan
7	I/D	18:55	<b>Branding and visual identity</b>	Adrian Bond, Comms Chair	Branding & visual identity paper
8	I	19:10	<b>Royal Aero Club</b> To receive an update from BPA's Delegate to RAeC  To consider possible nominations for Council to put forward for FAI and RAeC Awards 2017	Craig Poxon, BPA Delegate to RAeC	RAeC update paper (to follow)
9	I/D	19:15	<b>BPA Jim Crocker Award for an Outstanding Contribution to Sport Parachuting</b> This award is in the gift of Council	Chair	Jim Crocker Award nomination paper
10	I/D	19:20	<b>BPA Taz Causer Award for Experienced Skydiver of the Year 2017</b> This award is in the gift of Council	Chair	Taz Causer Award nomination paper
11	I/D	19:25	<b>Duties and responsibilities of volunteers</b> To consider a draft paper	Chair	Draft duties & responsibilities of volunteers paper (to follow)
12	I	19:40	<b>Recommendations of the Panel of Inquiry (Kate Charters)</b> Oral reports on consideration of the Panel's recommendations by:  (i) the Competitions Committee (recommendations involving judges' training and qualification, and the role of the judges' co-ordinator)  (ii) (COO, Treasurer and Finance Manager (recommendation on payment of expenses); and  (iii) Council's grievance and disciplinary procedure working party (recommendations on grievance procedure).	Chair	-

Item nr	D/ A/I /R	Time	Business	Lead	Pre-read paper
13	I/R	19:55	<p><b>Reports from Committees of Council</b></p> <p><b>13.1</b> To discuss and ratify the minutes (previously circulated) of the Communications, Development &amp; Competitions Committee meetings held on Tuesday 3 October 2017</p> <p><b>13.2</b> To discuss and ratify the minutes (previously circulated) of the STC meeting held on Thursday 16 November 2017</p> <p><b>13.3</b> To receive an oral report by the Committee Chairs on this afternoon's meetings of the (i) Communications, (ii) Development, and (iii) Competitions Committees.</p>	<p>Comms/ Dvt/ Comps Chairs</p> <p>STC Chair</p> <p>Comms/ Dvt/ Comps Chairs</p>	<p>13.1 - Comms/Dvt/ Comps mins - October (previously circulated)</p> <p>13.2 - STC minutes - November (to follow)</p>
14	D	20:15	<p><i>In camera</i> <b>Staff Christmas bonus</b></p>	Chair	-
15		20:20	<p><b>Any other business</b> to be notified to the Secretary by no later than noon on Friday 24 November</p>	Chair	-
16	I	20:25	<p><b>Date of next meeting</b> Saturday 27 January 2018 (after the morning AGM and presentation ceremony) in the Worcester Suite, Ground Floor, De Vere Orchard Hotel, University Park, Nottingham NG7 2RJ</p> <p>Provisionally the dates are Tuesdays at 14:00 at BPA HQ: 13 February, 17 April, 12 June, 7 August, 2 October and 27 November 2018.</p>	-	-