



**Agenda for a meeting of
Council
on Tuesday 13 February 2018 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	Apologies for absence Jon Gretton, Finance Manager - on jury service	Chair	-
2	I	18:02	Register of directors' interests	Chair	-
3	I	18:05	Declaration of any conflicts of interest	Chair	-
4	I	18:06	Minutes 3.1 of the meeting held on Tuesday 28 November 2017, previously approved electronically and published on the BPA website bpa.org.uk/member/agendas-and-minutes/ 3.2 of the meeting held on Saturday 27 January 2018 (to follow), for consideration for approval	All	Minutes
5	I/D	18:10	Matters arising from the minutes not covered elsewhere on the agenda 5.1 Min 91.1 & 91.2, (i) Rolling membership; (ii) possibility of a Finance Committee - referred to the Strategy Group, which has not met since the last Council meeting (NB Strategy day on Tuesday 6 March.) 5.2 Min 91.2, 5 year financial plan - circulated (item 5.2) 5.3 Min 99.2, Grievance and disciplinary working party - Yassi Molazadeh 5.4 Process for control of BPA judging equipment by BPA HQ - COO & Finance Manager 5.5 Roll-over of competitions funds - compliance with FRS 102 - COO & Finance Manager	Chair	Minutes

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			<p>5.6 'Connected persons' on Council - Secretary</p> <p>5.7 Any other matters arising not listed above, including any from the minutes of the meeting on Saturday 27 January 2018.</p>		
6	I/D	18:20	<p>Finance</p> <p>6.1 Management accounts & membership statistics</p> <p>6.2 5 year financial plan</p> <p>6.3 Any other financial matters</p>	Treasurer	<p>5.1 - Mgt accounts and m'ship stats</p> <p>5.1 - 3-5 year financial plan</p>
7	I	18:30	<p>Royal Aero Club</p> <p>To receive an update from BPA's Delegate to RAeC</p>	Craig Poxon, BPA Delegate to RAeC	RAeC update paper (to follow)
8	I	18:40	<p>Invitation from the Patron's office to the Patron's Garden Party Reception at Buckingham Palace</p> <p>To consider who to invite to represent BPA in our party of 10 at the Patron's Reception on Tuesday 22 May, reply due by 23 February. Secretary to report orally on the availability of those informally approached to date.</p>	Chair	Letter of invitation to Reception at Buckingham Palace
9	I/D	18:50	Branding and visual identity	Chair	-
10	I	19:00	Strategy day, Tuesday 6 March at BPA HQ	Chair	-
11	D	19:10	<p>Duties and responsibilities of BPA Council Members</p> <p>The Vice Chair proposes that Form 178 be amended to forbid the wearing of sponsors' and/or employer's logo'd items whilst representing the Association.</p>	Chair	BPA Form 178
12	I/D	19:20	Competitions hosting	Chair	Paper by COO and Secretary
13	I/R	19:30	<p>Reports from Committees of Council</p> <p>13.1 To discuss and ratify the minutes (previously circulated) of the Communications, Development & Competitions Committee meetings held on Tuesday 28 November 2017</p> <p>13.2 To discuss and ratify the minutes (previously circulated) of the STC meeting held on Thursday 1 February 2018</p>	<p>Comms/ Dvt/ Comps Chairs</p> <p>STC Chair</p>	<p>13.1 - Comms/Dvt/Comps mins - November (previously circulated)</p> <p>13.2 - STC minutes - February (to follow)</p>

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			13.3 To receive an oral report by the Committee Chairs on this afternoon's meetings of the (i) Communications, (ii) Development, and (iii) Competitions Committees. Including composition of Committees, for ratification by Council; report on Tangent's withdrawal from the PIMS/website contract by Communications & Development Committees; and and report from IPC, by the Competitions Committee.	Comms/ Dvt/ Comps Chairs	13.3 - Report from Chair, IT Strategy Group & IPC Delegate's Report (to follow)
14	D	20:15	Application for BPA Affiliation Skydive Shobdon	Chair	Application to follow
15		20:20	Any other business to be notified to the Secretary by no later than noon on Friday 9 February.	Chair	-
16	I	20:25	Dates of next meetings Tuesdays at 18:00 at BPA HQ: 17 April, 12 June, 7 August, 25 September and 27 November. Strategy day: Tuesday 6 March at 10:30 at HQ.	-	-