
Council

Minutes of the meeting at 5 Wharf Way, Glen Parva, Leicester Tuesday 31 May 2022 at 13:00

Present:	Craig Poxon	-	Chair
	Mary Barratt	-	Chair of EPC
	Mark Bayada	-	Vice Chair, Chair of MDC
	Natasha Higman	-	Treasurer
	Robert Hartley	-	INED
	Kate Lindsley		
	Joanne Shaw	-	INED
	Eleanor Southworth		

In attendance:	Tony Butler	-	Chief Operating Officer
	Jeff Montgomery	-	Safety & Technical Officer & STC Chair
	Lise Moore	-	Acting Secretary-General (Secretary)
	Nicola Hobday	-	Compliance Officer

Apologies for absence:	Liz Ashley	-	Editor, Skydive the Mag
	Adrian Bond		
	Alex Busby-Hicks		
	Martin Soulsby	-	Vice President

During the meeting, Karey Goodwin was presented with a trophy and gift for 25 years of service to the Association by Craig Poxon.

The Chair reminded everyone that the meeting would be recorded to assist with the preparation of the minutes, after which the recording would be deleted.

Item	Minute
25/22	<u>Declarations of Interest</u> The Chair said these could be made now or at the appropriate item.
26/22	<u>Minutes of the Meeting Held on Tuesday 1 March 2022</u> These had been circulated with the agenda, and previously agreed electronically.
27/22	<u>Matters Arising</u> Casual Vacancies There are still two vacancies for Directors on Council. These will be promoted on social media as soon as possible.

Action: Communications Officer

IT Role

There have been some applicants, but none that are suitable yet.

Action

Following discussions, it was agreed to increase the salary for the position and check the wording on the Job Description to encourage more suitable candidates.

Action: Acting Secretary-General

28/22

Finance

28.1 Management Accounts and Membership Statistics

The Treasurer spoke to the April Management Accounts and the forecast to the year-end.

The forecast does show that we still expect to make a loss of circa £6k this year, which is better than budgeted largely due to income being better than expected. The £100k reserved for legal fees has been used to offset other costs which were not budgeted for last year, including finance costs and depreciation.

Committee spend has not been as high as expected.

Director and Officers Insurance has been increased to £1 million at an additional cost to the Association of circa £300.

The meeting resumed in open session

The board agreed to a temporary monthly uplift of 5% in staff salaries or to living wage whichever is the greater, and subject to a comprehensive salary review within three months. The uplift will start on 1 July 2022 and the change of pay as a result of the salary review be backdated to 1 July 2022. It was also agreed that a comprehensive pay review will take place at a maximum of 5 yearly intervals.

Action: Ellie Southworth, Rob Hartley, Joanne Shaw

32/22

Budget 2022-2023

The Treasurer spoke to the budget paper circulated prior to the meeting.

The current requests made by committees indicates that there will be a net loss during the budget period.

The Finance Committee did not consider that membership numbers would increase significantly during the year and so the only way to increase income would be to increase the membership fee. Discussions took place on whether it would be more appropriate to increase the membership fee by a percentage or a fixed amount, (i.e., approximately the price of a jump ticket).

The budget for next year still includes a reserve of £100k for professional fees in case the PTOA take us to court.

STC budget needs to consider how rigging courses are funded as British Skydiving currently pays the course expenses. A suggestion was made by Mark Bayada that the riggers courses should be treated in the same way as other courses.

Action: Mary Barratt, Jeff Montgomery

The operational budget includes an amount for Skydive the Mag. Our current contract with Warners is due for review within the year and changes may need to be made to the way the magazine is delivered. The options include either British

Skydiving contributing to the costs being incurred by Warners or that Skydive the Mag becomes a fully digital service to the members. A hybrid option may be available but has yet to be agreed. upon

Items relating to the Team Fund are to be discussed in the EPC report to Council. Item 10.2.2 of the agenda.

Natasha Higman declared an interest in the following item as she sits on an International Skydiving Commission committee.

EPC budget now includes the costs for ISC previously in the operational budget as EPC approves the costs. The entry fee for 2023 ISC in Sweden is over £1k per person. Historically British Skydiving paid for the delegate and the alternate delegate to attend. One-year British Skydiving paid the expenses of attendees who placed a bid to host a competition in the UK, and it has now become the norm to pay the expenses of those who sit on committees. Discussions took place and it was agreed to keep the amount in the budget for this year.

Proposal received

To accept the budget that shows a net deficit of £113k on the condition that we increase membership fees above inflation for the next 5 years.

Proposer Natasha Higman, second; Mary Barratt

Against none, abstain none

Proposal carried

33/22

Reports from Committees of Council

33.1 Safety and Training Committee (STC)

The minutes of the STC meeting on 7 April was circulated with the agenda, along with the updated amendments to the Operations Manual.

Proposal Received

To accept the changes to the Operations Manual regarding FS1.

Proposer: Mark Bayada. Second: Natasha Higman

Abstain None. Against: None.

Proposal Carried

33.2 Elite Performance Committee (EPC)

An update on EPC was circulated prior to the meeting.

There is still a vacancy for the role of Judges Coordinator. It was agreed that the Communications Officer would put out a request on social media for a volunteer to fulfil the role, who may not necessarily need to be a current judge so long as they have some judging experience.

Action: Communications Officer

33.2.1 Investment in Performance Working Group Update

An update on the work done so far by the Working Group was circulated prior to the meeting.

33.2.2 British Team Fund

A paper regarding the current use and proposed future use of the British Team Fund was circulated prior to the meeting. The fund has been built up over a number of years from entry fees from National Competitions and from member donations.

Some discussion took place regarding the paper.

It was agreed that the British Team Fund would be a standing item on the EPC agenda for oversight.

Proposal Received

That the Team Fund be appropriated by EPC for wider use in regard to competitions.

Proposer: Natasha Higman, second: Kate Lindsley
Abstain None. Against: None

Proposal carried

33.3 Members Development Committee (MDC)

The minutes of the meeting on 3 May 2022 were circulated with the agenda.

There were no questions regarding the minutes.

34/22 Royal Aero Club (RAeC)

There was no report for this item as neither delegate was able to attend the most recent meeting.

Unfortunately, Dave and Angela Hickling were unable to attend the RAeC Awards for their presentation of the Jim Crocker Sword for Outstanding Contribution to the Sport on 17 May due to illness.

35/22 Future Resources Working Group

The working group has had regular meetings and is on track for submitting a proposal to Council at the August meeting. They have agreed on a proposed structure in draft form.

The group recognised that feedback to the staff from the survey hadn't been done.

36/22 Voting Members' Attendance at Meetings

A board paper from Mary Barratt was circulated prior to the meeting outlining the impact that non-attendance of directors at meetings is having, especially when meetings are not quorate, and it is not possible to action any proposals made.

It seems that having two casual vacancies does mean that the current directors are being spread very thinly.

Some discussion took place, including publishing of attendance records, but no decision was reached. It was agreed that more volunteers are needed with skills that can help with the workload of the Association. A director agreed to provide a baseline for what is needed.

Action: Rob Hartley

37/22 Donation Beneficiaries

Kate Lindsey spoke on her paper on Uplift Charity circulated prior to the meeting. The charity is now going through the process of being registered with the Charities Commission, and once completed, can be promoted, and advertised by British Skydiving.

Kate Lindsley declared an interest as she is a trustee of the charity.

Proposal received

That British Skydiving recognises and promotes Uplift once it is registered with the Charities Commission.

Proposer: Marek Bayada, second: Elie Southworth
Against: None. Abstain: Kate Lindsley

Proposal carried

Craig Poxon then spoke on his paper to add a Ukrainian beneficiary to member donations. He declared an interest as he is hosting a Ukrainian family.

In the paper, a proposal was made that a Ukrainian beneficiary is adopted for member donations.

A suggestion was made that the connection to skydiving may not be strong enough.

A Counter Proposal Received.

To work with the membership to adopt a different chosen charity each year.

Proposer: Joanne Shaw. Second: Mary Barratt

Against: None, Abstain: None

Counter Proposal carried.

Action: Acting Secretary-General / Chair

38/22 Any Other Business

Warners – Discussed under item 32/22, Item 9 of the agenda

39/22 Date of Next Meeting

The next meeting is to be on Tuesday 30 August at 18.00 hrs by Microsoft Teams.

There being no further business, the meeting was closed at 18.15 (5 hrs 15 mins).

Actions

Item	Action	By
27/22	<u>Casual Vacancies</u> The Casual Vacancies to be promoted on social media as soon as possible.	Liam Domin-Goddard
27/22	<u>IT Role</u> To increase the salary for the position and check the wording on the JD to encourage more suitable candidates.	Lise Moore
29/22	1. To send an email to all PTOs telling them we are reviewing all policies as well as the affiliation agreement, which we would like to do in consultation with the PTOs. 2. Request some broad topics from the PTOs for a consultation meeting in October	Craig Poxon / Lise Moore
30/22	Contact UK Engage to see if they are able to act as independent scrutineers if we were to send out consultation documents to the membership – Superseded by letter to PTOA	Lise Moore
31/22	Comprehensive Salary Review	Ellie Southworth/ Rob Hartley / Joanne Shaw

32/22	Consider how the Riggers Courses are funded so that they do not incur costs to the Association	Mary Barratt / Jeff Montgomery
33/22	Put out a request on social media channels for a volunteer Judges Coordinator	Liam Domin-Goddard
36/22	Produce a baseline for what is needed from volunteers to help reduce some of the workloads	Rob Hartley
37/22	Consult with the membership regarding adding a different chosen beneficiary to member donations each year	Lise Moore / Craig Poxon