

## Minutes of the Inaugural Council meeting

Saturday 28 January 2023 at 12.30

Worcester Room, DeVere Orchard Hotel, Nottingham and on Microsoft Teams

<b>Present:</b>	Craig Poxon	-	Outgoing Chair
	Mary Barratt		Incoming Chair
	Mark Bayada		Vice Chair
	Alex Busby Hicks		Via Teams
	Adrian Bond		
	Robert Hartley	-	INED
	Natasha Higman		Treasurer
	Kate Lindsley		
	Joanne Shaw	-	INED
	Eleanor Southworth		
<b>In attendance:</b>	Liz Ashley	-	Editor, Skydive the Mag
	Tony Butler	-	Chief Operating Officer
	Nicola Hobday	-	Compliance Officer
	Jeff Montgomery	-	Safety & Technical Officer
	Lise Moore	-	Secretary-General (Secretary)
	Martin Soulsby	-	Vice President
<b>Observers and other staff:</b>	Jake John		
	Helen Lucas	-	British Skydiving
	Trudy Kemp	-	British Skydiving
	2 or 3 others		

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Item	Minute
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The Chief Operating Officer, Tony Butler, took the Chair and welcomed all everyone to the inaugural Council meeting of the year. He stated that the meeting would be recorded for minute taking purposes only and the recording would be deleted once the minutes were agreed.

*Patron: His Royal Highness The Prince of Wales*

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01/23 **Council 2021 composition**  
There are currently ten elected directors and two Independent Directors.

02/23 **Apologies for absence**  
Apologies received from John Smyth, who is away at ISC, Wes Guest and James Round who are away on holiday.

03/23 **To Elect a Chair of Council and decide their term of office.**  
Two advanced nominations were received. Each submitted a brief resume which was circulated prior to the meeting. The COO gave each candidate an opportunity to speak prior to the vote. A ballot was taken. Mary Barratt received the most votes and was elected Chair for the forthcoming three years.

It was agreed her tenure would be for 3 years given that the Vice Chair has two years remaining on his tenure, and the Treasurer has one, to comply with Article 13.3 which states, "The Council shall endeavour to ensure the term of office of the Chair, Vice Chair and Treasurer shall not end at the same time."

Mary Barratt took the Chair for the remainder of the meeting.

04/23 **Election of Officers and Committee Chairs**  
A call for nominations had been circulated with the agenda prior to the meeting, on which it had been stated that nominations would be taken from around the table only where there had been none in advance.

**4.1 – Chair of Safety and Training Committee: Tenure one year**

One advance nomination received. Jeff Montgomery accepted the nomination, which was proposed by Adrian Bond, seconded by Mark Bayada, and carried unanimously.

**4.2 – Chair of Membership Development Committee: Tenure one year**

Eleanor Southworth was proposed by Joanne Shaw, seconded by Adrian Bond, Eleanor accepted the nomination, and the vote was carried unanimously.

**4.3 – Chair of Elite Performance Committee: Tenure one year**

One advance nomination received from Mary Barratt, however, as Chair of Council, she withdrew her nomination. Alex Busby-Hicks was proposed by Mark Bayada and seconded by Natasha Higman. Alex accepted the nomination. A vote was taken and carried unanimously.

**4.4 – Chair of Nominations Committee: Tenure one year**

Custom and practice usually chaired by Chair of Council, proposed by Craig Poxon, seconded by Kate Lindsley. Mary accepted the nomination, and the vote was carried unanimously.

05/23 To elect.

**5.1 – Delegate to RAeC: Tenure one year**

Martin Soulsby was proposed by Craig Poxon, seconded by Natasha Higman., Martin accepted the nomination, and the vote was carried unanimously.

**5.2 – Alternate Delegate to RAeC: Tenure one year**

Craig Poxon was proposed by Joanne Shaw, seconded by Rob Hartley, Craig accepted the nomination, and the vote was carried unanimously.

6/23 Co-options to Council

Jeff Montgomery was co-opted to Council as Chair of STC. Proposed by Rob Hartley, seconded by Craig Poxon and unanimously carried.

Martin Soulsby was co-opted to Council as Delegate to RAeC. Proposed by Rob Hartley, seconded by Craig Poxon and carried unanimously.

07/23 Dates of Council meetings in 2023

Two options were put forward for Council meeting dates 4 times per year or 6 times per year. Craig made a case for moving to 6 meetings during this year of change. Some discussion took place on the benefits of 6 meetings.

Proposal received.

For this year, to have 6 Council meetings.

Proposer Joanne Shaw. Seconder Eleanor Southworth

Against None. Abstain, None

Proposal carried.

It was agreed that the dates of the meetings be circulated as soon as possible for directors diaries so encourage full attendance.

Meetings likely to be a mixture of virtual and a limited number of physical meetings. If in attendance meetings will be at British Skydiving HQ, Leicester LE2 9TF:

The initial meeting to be a virtual meeting Tuesday 21<sup>st</sup> February at 18.00hrs

08/23 Directors' documentation

The following were noted for completion by all directors as applicable.

- (i) Companies House Registration of Directors
- (ii) Directors' duties & responsibilities
- (iii) Code of Conduct for British Skydiving volunteers
- (iv) Register of elected members' interests.
- (v) Directors Policy Booklet
- (vi) Short profile of each new Council Member for the website (100 words maximum).

11/23

**Notes on Committee Composition**

Chairs of the committees were asked to confirm compositions to the Chair and the Sec-General as soon as possible and to schedule meetings around those of Council

A recommendation was that a call on social media be circulated for volunteers for each of the committees.

12/22

**Date of next meeting**

21<sup>st</sup> February at 18.00 hrs.

There being no further business, the meeting was closed at 13.00(duration 30 minutes)

Appendix i

**Tenure on Council - Elected Council members**

Mary Barratt, Kate Lindsley, Craig Poxon, Wes Guest- 3 years (2023, 2024, 2025)

Alex Busby-Hicks, Eleanor Southworth, - 3 years (2021, 2022, 2023)

Mark Bayada, Tash Higman, Adrian Bond - 3 years (2022, 2023, 2024).

James Round - 1 year (2023)

**2 independent members**

Joanne Shaw - 3 years (2021, 2022, 2023)

Rob Hartley - 3 years (2022, 2023, 2024)