

Council

Minutes

Saturday 30 January 2020 at 12.30

Virtually by Microsoft Teams

Present:	Craig Poxon	-	Chair
	Mary Barratt		
	Mark Bayada		
	Alex Busby Hicks		
	Robert Hartley	-	INED
	Natasha Higman		
	Sam Lee		
	Kate Lindsley		
	Joanne Shaw	-	INED
	Simon Soper		
	Eleanor Southworth		
	Robert Spour		
In attendance:	Liz Ashley	-	Editor, Skydive the Mag
	Tony Butler	-	Chief Operating Officer
	Angel Fernandez	-	Communications Manager
	Jeff Montgomery	-	Safety & Technical Officer
	Lise Moore	-	Finance Manager (secretary)
	John Smyth	-	Vice President
	Martin Soulsby	-	Vice President
Apologies for absence:	None		
Observers and other staff:	Adrian Bond		
	Bryn Chaff		
	Helen Lucas		
	Noel Purcell		

Item	Minute
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The Chair welcomed all new members and welcomed back current Council members. 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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01/21

Council 2021 composition

Robert Spour, Alex Busby Hicks, and Eleanor Southworth had been elected by the membership for three years. Joanne Shaw had been received as an Independent Non-executive director for three years. See appendix i for tenure of all Council members.

02/21

Election of Officers and Committee Chairs

A call for nominations had been circulated with the agenda on 11 January, on which it had been stated that nominations would be taken from around the table only where there had been none in advance. A re-issued agenda had been circulated on 22 January, which had listed nominations received in advance.

2.1 – Vice Chair of Council and decide their term of office.

Mark Bayada accepted the nomination, which was proposed by Natasha Higman, seconded by Mary Barratt, and carried unanimously. It was agreed his tenure would be for 1 year.

2.2 – Treasurer and decide their term of office.

Natasha Higman accepted the nomination, which was proposed by Mark Bayada, seconded by Simon Soper, and carried unanimously. It was agreed her tenure of office would be for three years (co-opted should she not be elected to Council in 2022)

2.3 – Chair Safety and Training Committee: Tenure one year

Jeff Montgomery accepted the nomination, which was proposed by Mark Bayada, seconded by Mary Barratt , and carried unanimously.

2.4 – Chair Membership Development Committee: Tenure one year

Mark Bayada accepted the nomination, which was proposed by Natasha Higman, seconded by Mary Barratt, and carried unanimously.

2.5 – Chair Elite Performance Committee: Tenure one year

Mary Barratt accepted the nomination, which was proposed by Mark Bayada, seconded by Sam Lee, and carried unanimously.

2.6 – Delegate to RAeC: Tenure one year

Martin Soulsby accepted the nomination, which was proposed by Mark Bayada, seconded by Natasha Higman, and carried unanimously.

2.7 – Vice Delegate to RAeC: Tenure one year

Craig Poxon accepted the nomination, which was proposed by Mark Bayada, seconded by Natasha Higman, and carried unanimously.

2.8 Co-options to Council

Jeff Montgomery was co-opted to Council as Chair of STC. Proposed by Natasha Higman, seconded by Joanne Shaw and unanimously carried.

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

03/21 Dates of quarterly Council meetings in 2021

Meetings likely to be virtual until further notice. If attendance meetings will be at British Skydiving HQ, Leicester LE2 9TF:
Tuesdays at 18:00: 09 March, 15 June, 14 September, and 23 November 2021.

04/21 Directors' documentation

The following were noted.

- (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) Short profile of each Council Member for the website (100 words maximum).

05/21 Director Training

It was noted that The Sports and Recreation Alliance had not released any dates for Director Training days. Our Governance Advisor, Amanda Bennett has agreed to some virtual training should this be necessary due to the COVID-19 Lockdown. As well as the new Council members being eligible to attend the course, those members of Council who were unable to attend training due to COVID-19 restrictions last year would also be eligible. The COO suggested that others may like to attend any such courses as a reminder of their duties and responsibilities as a Director.

06/21 Composition of Committees and the scheduling of meetings.

The composition of Committees and working groups would be proposed by the Chair of the appropriate Committee and decided by a meeting of all main Chairs. A reminder from minute 86.1 (2019) was issued that no more than six Council members or 50% of Council could serve on any committee.

07/21 A.O.B

7.01 Marketing and Communications three-year strategic plan

Joanne Shaw spoke to her paper (previously circulated) on a three-year strategic plan for marketing and communications. The paper proposed a working group be formed of the Communications Manager, The Editor of Skydive the Mag, the two INEDs a Drop Zone Operator and at least one other person. The purpose of this working group is to support a more detailed strategic plan, to decide the platforms to use and plan how to fully engage with the Parachute Training Organisations. The paper was seconded by Rob Hartley and carried unanimously.

7.02 Loan application

Natasha Higman spoke to a loan application request that had been received from another Parachute Training Organisation. No formal paper had been produced yet, but the Ad Hoc Finance Group would need to re-convene to discuss and make their recommendation to Council. A reminder was made to all Council members about the need to self-regulate any potential conflict of interest when accessing very commercially sensitive information which may be contained in a board paper.

There being no further business, the meeting was closed at 13.09 (duration 39 minutes)

Appendix i

Tenure on Council - Elected Council members

Mark Bayada, Tash Higman, Sam Lee - 3 years (2019, 2020, 2021).

Mary Barratt, Kate Lindsley, Craig Poxon, Simon Soper - 3 years (2020, 2021, 2022)

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

2 independent members

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

Rob Hartley - 1 year (2021)