

BRITISH GLIDING ASSOCIATION

MINUTES OF THE BRITISH GLIDING ASSOCIATION EXECUTIVE COMMITTEE MEETING HELD ON THE 3rd JUNE 2015

PRESENT: Peter Harvey - Chairman
Nick Bowers
Neil Goudie
Lisa Humphries
George Metcalfe
John Williams

IN ATTENDANCE: Les Kaye – Treasurer
Pete Stratten – Chief Executive

APOLOGIES:
Ron Bridges
Bill Craig
Dave Latimer
Andy Perkins

23/15 MINUTES OF THE PREVIOUS MEETING
The notes from the 22nd April 2015 meeting were approved and will be signed in due course by the chairman.

Status: Closed

24/15 MANAGEMENT ACCOUNTS
Les Kaye spoke to the previously circulated management accounts which forecast a modest annual operating surplus. Those present discussed the challenges of ensuring prompt collection of membership data and in a minority of cases associated invoices and it was noted that a review of the annual return document is underway.

Status: Closed

25/15 PLANNING AND ENVIRONMENT FUND
The previously circulated PEF accounts were considered and accepted with thanks.

Status: Closed

26/15 CORPORATION TAX UPDATE
Pete Stratten noted that the planned meeting with the tax advisor had occurred following which his initial written advice including a recommendation had been passed to Peter Harvey and Andy Perkins. A further meeting is planned for 11th June to include the Treasurer at which a proposed way forward will be agreed subject to Executive Committee endorsement. Peter Harvey noted and all those present agreed that a single subject Executive Committee conference call may be necessary to consider the detail following the 11th June meeting.

Status: Open Action: Pete Stratten, Les Kaye Due: June 2015

27/15 ACCIDENT INVESTIGATION PROTOCOL
Pete Stratten spoke to the previously circulated v4 protocol draft. Peter Harvey noted the need to recognise the direct link between the BGA Principal Accident Investigator and the Chairman (as described in the ToRs). He went on to note the need to ensure that reports are appropriately drafted before being circulated. Pete Stratten agreed to review and document the established process and agree a way forward with Peter Harvey. Those present accepted the v4 protocol with thanks.

Status: Closed Action: Pete Stratten Due: July 2015

28/15 COMMITTEE TERMS OF REFERENCE

Pete Stratten spoke to the draft June 2015 Terms of Reference document. He note that the sub-committee chairman had previously reviewed and submitted the relevant ToR's, and went on to describe proposed adjustments to the Financial Advisory Committee ToR which were discussed by those present. It was agreed that a review of the controls, responsibilities and duties of the Treasurer, Co Secretary and Chief Executive should take place following which further amendment of the Financial Advisory Committee ToR may become necessary. Pete Stratten agreed to lead that review. Following a period during which the BGA has been caretaking the marketing function while developing its approach to participation, those present agreed that there is a need to re-establish an active marketing sub-committee that is appropriately engaged with the Development Committee and emerging participation initiatives. Pete Stratten agreed to develop that approach with Dave Latimer and Andy Perkins. The proposed ToR's were accepted by those present, noting that the Financial Advisory and Marketing sub-committees ToR's are subject to review pending completion of other planned activity.

Status: Closed

29/15 SUB-COMMITTEE CHAIRMEN

As required by the Terms of Reference publication in support of Article 8.3 of the Articles of Association, the sub-committee chairman posts were considered and those present agreed with thanks that the incumbent sub-committee chairmen should be re-appointed. Peter Harvey agreed to write to each sub-committee chairman. It was noted that the Executive Committee will periodically consider length of service of sub-committee chairmen and continue to encourage the development of sub-committee members.

Status: Closed

30/15 INSTRUCTOR SUB-COMMITTEE

The Notes of the March 2015 Instructor sub-committee were accepted with thanks.

Status: Closed

31/15 AOB

- a. Neil Goudie noted that he had been briefed on Directors responsibilities by Diana King.
- b. John Williams noted that;
 - The Haywarden ACP response has been submitted
 - Biggin Hill are considering an RMZ
 - BGA/GAA are strategizing re TAG/Farnborough
 - There has been a reversal of the N560 decision by CAA

The next Executive Committee meeting will be a conference call on 29th July 2015 at 7.30pm.