MINUTES OF COUNCIL MEETING

Held Offsite (St Albans)

19th January 2025 09:05

1. Welcome: *roll call, conflicts and confidentiality*

Present:	Apologies:
Tim Burrow (Chair)	None
Brendan Digney	
Giles Fowler	
Rob Grinwood	
Simon Heyes (Treasurer)	
Owain Johns (CEO)	
Cath Spence (Vice chair)	
John Waite	- joined at 9:50

All directors were reminded of their duty to maintain confidentiality

2. Agenda Approval, additional items

Agreed with no additional items

3. Approval of previous minutes 18th November 2025

Agreed unanimously without changes

No matters arising which are not covered elsewhere in the agenda.

4. Reports

a. CEO report – Owain Johns

(Author: Owain Johns – Presented: Owain Johns)

1: Leadership & Management

Received & noted

2: Finance and Resources

Received & noted.

3	Engagement and Membership
Including 1. Ambition, 2. Communication, 13. Community Engagement	

Received & noted

Concerns raised about Social Media posts of a member showing unapproved mod and some concerns for safety in the approach. There was a discussion about how best to manage this situation.

DECISION: We should contact members if we become aware of such a situation and advise of the position and offer to assist them in obtaining the signoff on the mod.

~~ACTION: OJ to contact this individual and offer assistance in obtaining signoff for the required mod~~

4.	**Community**
Including 3. Clubs and schools, 4. Competitions, Events & Pilot Development, 12. SSDR & Sub 70 Flexwing	

Received & noted

There was consensus that we should consider how best to support British Young Pilots. There are remaining concerns about the instruction of under-14s. Council requested clarification in the form of a reference to a written CAA document as the appropriate level of assurance on this matter.

There was a discussion about offering BYP students an affiliate membership, without voting rights, but with all other benefits. This was agreed subject to the assurance of the legal position.

These members would receive MF. There was a discussion about whether consideration would need to be given to modification of some content for younger people, given the high numbers this could attract with BYP currently working with close to 2000 students across the UK. This would be something to discuss in more detail with MF team in due course. Further discussion needed at next Council meeting.

DECISION: Support BYP including affiliate membership subject to CAA confirmation of position.

~~ACTION: OJ to obtain definitive confirmation of the legal position~~

5.	**Flight Training & Safety**
Including 5. Training / Licensing / Medical, 6. Safety	

Received & noted

ACTION: OJ/RG to confirm with CAA whether any limitations will result from change to DTO cf ATO

6.	**Technical**
Including 8. Inspector System, 9 Technical Office	

Received & noted

Discussion about the development of staff as well as roles & titles. Council welcomed the change in Carole's scope of work & title.

~~ACTION: OJ to feedback Council comments to RM~~

7.	**Regulation & Representation**
Including 10. Regulatory Policy, 11 Representation	

All noted

b. Treasurer's report – Simon Heyes

(Author: Simon Heyes – Presented: Simon Heyes)

Expect to end the year (FY25) broadly in line with the budget. The only outstanding item was the resolution of phone contract costs, which were now expected to be lower than originally anticipated.

There were no concerns raised, and it was expected that the auditor's report would be ready well ahead of the AGM.

5. Matters for Discussion & Decision

5.1 Risk Register

No further questions were raised after the document was presented to the previous board meeting

DECISION: Adopted as written and will be now be reviewed at each meeting

5.2 New Horizons

The working group had conducted an interview and made a recommendation that the Cranfield bid should be accepted. The bid fulfilled all requirements set by Council. Final details, such as the appointed inspector, will be clarified after the Cranfield team has been notified. It was agreed that this is now an operational matter, however, the board requested regular reporting on progress.

DECISION: Cranfield bid accepted unanimously

~~ACTION: OJ to advise the Cranfield team~~

5.3 Inspector Fees

Discussion around the proposal to amend inspector fees. All options proposed were considered but it was concluded that the current approach was the best at the current time.

~~DECISION: Council decided to retain current approach~~

5.4 FICI Development Working Group

Council was very pleased with the work to date and recognised that the panel members needed to be remunerated for their efforts, but that this would be slightly more than the original proposed budget.

~~DECISION: Council unanimously accepted increased costs as noted to support this work~~

5.4 3rd Party Liability Insurance

CEO presented outline details of a proposal which would allow the BMAA to offer 3rd party insurance. This was considered a very positive step and it was decided to form a working group to assess the details and report back to Council with recommendations on how to proceed.
There were a number of queries raised on how this insurance might work.

ACTION: OJ to share Q&A document with Council

ACTION: Working group to be formed to consider details and bring a proposal to next Council meeting

5.5 Youth Bursary

Council were very pleased to accept the offer from SVMC to sponsor the Youth Bursary. The Bursary has not been offered for some time, and so there would be a need to review the process to ensure the best possible use of these funds.

DECISION: Council accepted the offer, with thanks

~~ACTION: OJ, with input fromKT, to propose updated terms for the awarding of these funds~~

6. Review of Award Nominations

Council noted the very high number of nominations this year.

All nominations were considered and final award winners were chosen.

DECISION: Add an additional award around the community with the first recipient chosen from among the existing nominations.

~~ACTION: OJ to ask KT to notify award winners and invite to the awards dinner~~

~~ACTION: OJ to review wording on the awards to see if any changes need to be made~~

7. Any other Business

Comments had been received about challenges of finding information on the website. OJ reported that updates were ongoing to improve the website which had been well received to date.

There was a discussion about creating a list of contracts which the BMAA were signed up to. This was to be completed for addition to the Risk Register

ACTION: OJ to develop list of contracts with SH for addition to Risk Register

8. Strategy Review

No major amendments proposed at this stage, but more details added, including a breakdown of timelines and priorities for this year and next.

***ACTION: CS to update the strategy document with the agreed-to date timeline*.**

Roles and responsibilities document was discussed, noting the need to clarify where these are strategic items and so part of Council responsibility, or where they are additional voluntary commitments offered by Council members.

There are currently no sub-committees. It was concluded that specific tasks should be handled by ad hoc working groups, who would report back with recommendations for Council to approve final decisions.

Meeting closed at 16:30

9. Date & time of next meetings:

16th March 2026 – Virtual

AGM – 2nd May 2026 – Popham