



Annual Report 2014

Index:	Page:
Chairman's Report	3
Chief Executive's Report	4
Chief Technical Officer's Report	6
Safety Officer's Report	8
Chief Inspector's Report	9
Events	12
Treasurer's Report	13
Department Reports	15
Summary of Accounts	18
Company Structure	21

Chairman's Report

David Bremner

It's been a vintage year for weather and for microlighting and the BMAA. The expansion of the deregulated SSDR category has increased interest in the single-seat market. The Duxford and Spamfield events sponsored by the BMAA were both successful and enjoyed by all who attended, and we are actively investigating other events for next year. There has been another successful competition year at national and international levels, and members have used the good weather to stretch their wings – many Fly UK entrants got all the way to the Orkneys, while Richards Bird and Foster made a successful return flight to Capetown and Ed McCallum made it all the way to Oshkosh and back. Who needs a light aircraft when microlights can take you halfway round the world and back again?

There's a glimmer of light on the regulatory horizon too. Both UK and European regulatory bodies are at last waking up to the fact that more regulation doesn't equal safer flying – it simply reduces the amount of flying – and are trying to find ways to reduce the regulatory burden, particularly in the non-commercial sector. The expansion of SSDR to include all single seat microlights is a good example of this, but the BMAA is pushing for more.

We hope that your BMAA is doing things right, and a modest increase in membership in 2014 seems to indicate that we're not too far off the mark, but the FFPLUM, which is the nearest equivalent to the BMAA in France, has around 15,000 members in a total population similar to the UK, so there's a way to go yet before we can compete with them!

Another achievement we should be proud of is the creation of the Microlight Flying Foundation, a charity which aims to promote microlight flying among young people. Currently the main beneficiaries of the Foundation are the bursary scheme which helps young people to gain their microlight licence, and the New Horizons scheme which helps schoolchildren to build a microlight aircraft. The first of these projects, a Sky Ranger being built at the Kingshurst Academy, Coventry, is progressing well and is on course to get air under its wheels by Easter.

If you need a focus for your flying, the Foundation is a worthy cause, and anyone who would like to raise money for it or find ways to use the funds in accordance with its aims should contact the BMAA office.

There have been several changes in staff at the BMAA office throughout the year. Geoff Weighell will no doubt wish to give more details, but they have provided great service to the membership throughout and I would like to thank all of them on behalf of the Council for their hard work and dedication.

And on Council there are a couple of farewells to mark. Paul Welsh is not standing on completion of his term, and we shall miss his contributions, particularly on technical matters. Also standing down is Paul Dewhurst, who has served on Council for more years than he or we can remember, and his contribution to the BMAA and to microlighting is, frankly, immeasurable.

But this isn't a 'Thank you and Goodbye' – it's just a 'Thank you', as both of them will continue to serve microlighting; Paul Welsh as a technical consultant for manufacturers and Paul Dewhurst as instructor, Flylight school owner, Flylight aircraft manufacturer, instructor examiner, competitor at national and international level, competitions organiser, BMAA representative on the European Microlight Forum and as a subcommittee member. In fact, he's likely to be busier than ever...

David Bremner

Chief Executive's Report

Geoff Weighell

The BMAA continues to serve the best interests of its members through the efforts of volunteers and staff members. 2014 has seen no less activity than previous years.

On the regulation front we have finally been successful in expanding the deregulation of single seat microlights to all single seaters helped by the Red Tape Challenge of 2013 which encouraged a review of aviation regulation across the board. In its wake other regulations are being challenged too. Current BMAA focus is on the wider use of Permit to Fly aircraft for remunerated training; removal of calendar based weighing requirements for microlight aircraft; the removal of the noise certification requirements for microlight aircraft; more appropriate requirements for microlight aircraft production for both CAA Approved Companies and their aircraft and amateur built aircraft sold by kit suppliers and for pilots a review of the medical requirements for holders of national licenses. These projects, although sometimes seemingly slow to progress, are achievable and should benefit the microlight pilots of the UK.

On the fun front the Hampshire Microlight Flying Club took on the challenge of organising the rejuvenated Spamfield event in September which proved to be a very successful event that we all hope is repeated next year. Another BMAA fronted event for members was the BMAA Bonus day at Duxford which gave BMAA members the chance to fly into the Imperial War Museum at a highly discounted rate. More details on these events from the organisers later in this report.

In June Adrian Jones from the BMAA Technical Office was instrumental in bringing together many single seat microlights at the SSDR Rally held at Enstone. This proved to be a very popular event that saw some aircraft taking to the air which all but the older enthusiasts among us didn't even know existed. Our thanks to Adrian and the other staff members who made this event work.

The flying competition scene is also looking well. More participants at more events, including the World Championships this year. The stalwarts of comps are certainly putting the effort in to encourage newcomers. Competition flying is not only challenging, which improves pilot skills, but also fun and sociable, which is what microlighting is all about.

During 2014 we have developed BMAA member benefits which when taken up can save the members cash! Rick Goddin's free landing voucher scheme has been very popular and plans for even more opportunities for 2015 are well underway. The BMAA web site hosts a special members' area where a host of deals to save cash can be found. There are no extras required to take advantage of these offers, just register on the web site and take advantage.

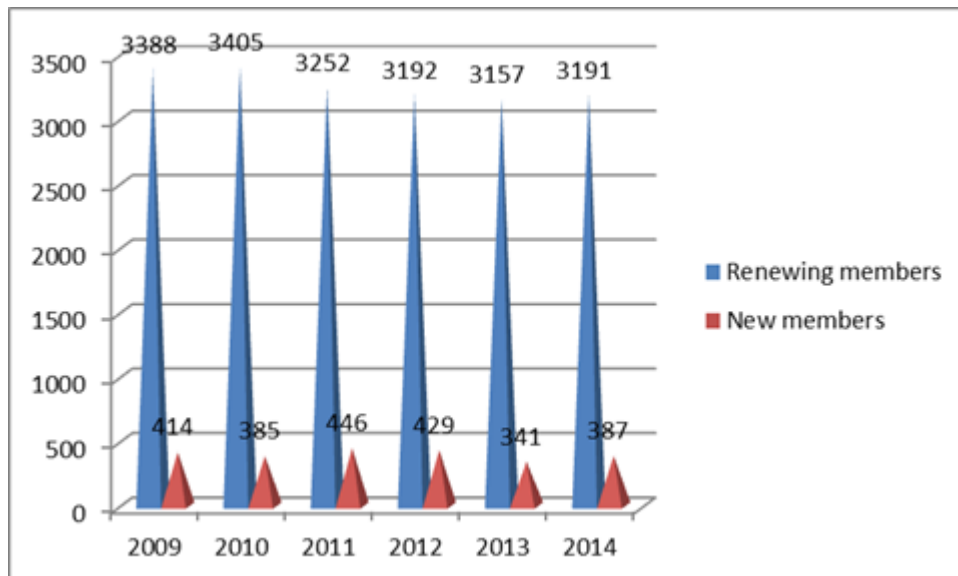
Of course the office continues to process memberships, licence applications and airworthiness matters as well as being a mine of information for members. The following page summarises this year's activity in graphic form. There are reports from the key staff within this Annual Report giving more detail of these activities. Overall our throughput is still holding up despite continuing financial pressures. The Treasurer will report on the continued health of the finances. We are not here to make money from the members, but to manage the finances in a way that allows us to continue to represent their interests properly.

Finally as always I would like to express my thanks to the staff for their diligence and enthusiasm throughout the year. Leaving us this year Al Payne from the Tech office, Ann Magson our bookkeeper and Adrian Jones our Design Approval Engineer. We wish them well for the future. Joining us Ian Barnes as Technical Office administrator (engineer organiser) and Angie Parry as bookkeeper. We welcome them to the fold.

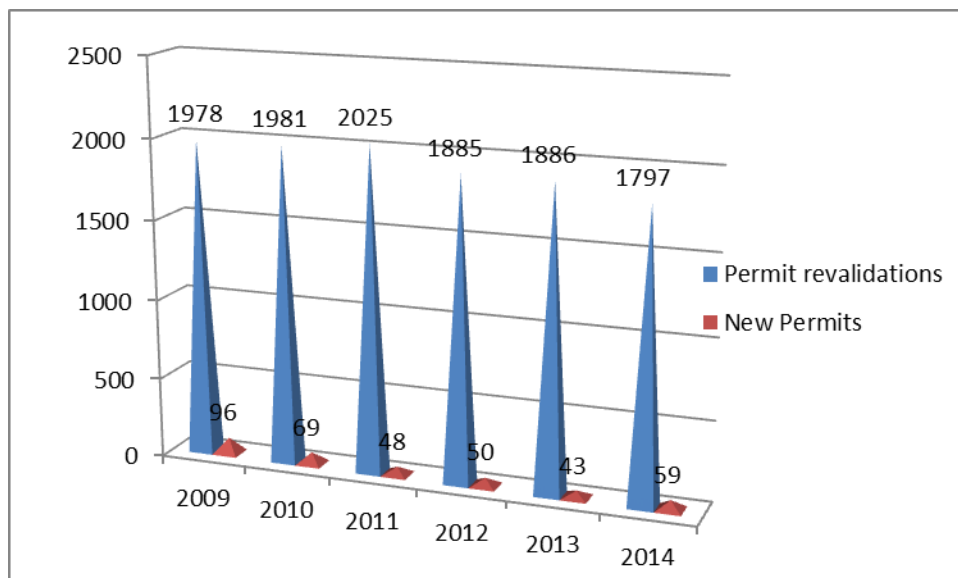
Geoff Weighell

Summary of key BMAA activity for the financial year

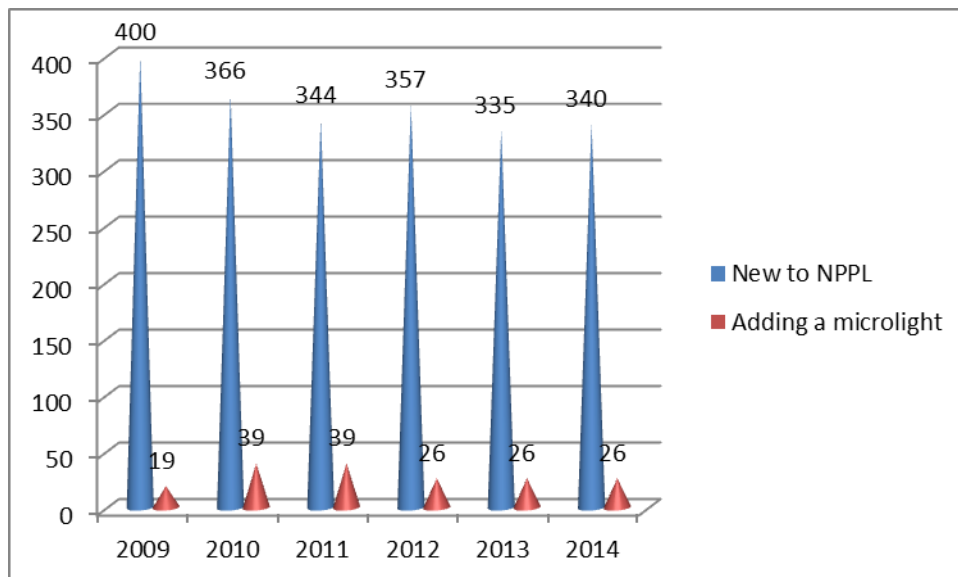
BMAA Membership



Permit to Fly C of V issues



NPPL recommendations



Chief Technical Officer's Report

Ben Syson

Staffing

There has been a significant reorganisation within the BMAA this year, with revalidation of Permits to Fly being transferred from the Admin Office to the Technical Office. Although Permit to Fly revalidation is an admin-heavy task, it is fundamentally an airworthiness activity, and we feel that it is best to have it within the Technical Office's domain. The introduction this year by the CAA of their online, Permit-to-Fly administration system, together with staff and role changes at the BMAA, made 2014 an ideal time to make this change. Ian Barnes has joined the Technical Office as full time Technical Office Administrator with primary responsibility for revalidation of Permits to Fly.

The Technical Office is staffed by the Chief Technical Officer, Chief Inspector, a Design Approval Engineer and a Technical Office Administrator. This level of staffing is appropriate for the current workload. The length of the project queue has been predominantly good all year: typically around 1 to 3 weeks. There was a very high submission of applications in June and July resulting in a slightly longer turnaround at that time.

I would like to take this opportunity to thank Al Payne, who retired in the summer as the BMAA's longest serving employee, and Adrian Jones, who is semi-retiring at the end of the year after five years with the BMAA, for their contributions to the BMAA.

Projects

165 **standard minor modifications** were approved in the last 12 months. This follows 226, 199, 254, 426, 360 and 385 approvals in 2013, 2012, 2011, 2010, 2009 and 2008 respectively.

76 **minor modifications** were approved in the last 12 months. This follows 51, 49, 58, 74, 89, 73 and 68 minor modification approvals in 2013, 2012, 2011, 2010, 2009, 2008 and 2007 respectively.

34 **major modifications and repairs** were approved in the last 12 months. This follows 31, 30, 29, 31, 37, 37, 41 and 33 major modification approvals in 2013, 2012, 2011, 2010, 2009, 2008, 2007 and 2006 respectively.

13 **amateur-built completions** were approved in the last 12 months. This follows 17 in 2013, 11 in 2012, 18 in 2011 and 21 in 2010, but a more significant decrease from 31 in 2009 and a peak of 68 in 2006. Annual amateur-built project registrations are consistently running in low double figures (14 so far in 2014).

8 **A1 manufacturer projects** were approved in the last 12 months. This follows 5, 7, 6, 7 and 4 A1 manufacturer approvals in 2013, 2012, 2011, 2010 and 2009 respectively.

Note: the data for the last 12 months are for the period 1 November 2013 through to 31 October 2014. The data for 2013, 2012 and 2011 are also 1 November to 31 October, but older data are 1 December to 30 November. The number of amateur-built project registrations this year is from 1 January 2014.

New Types

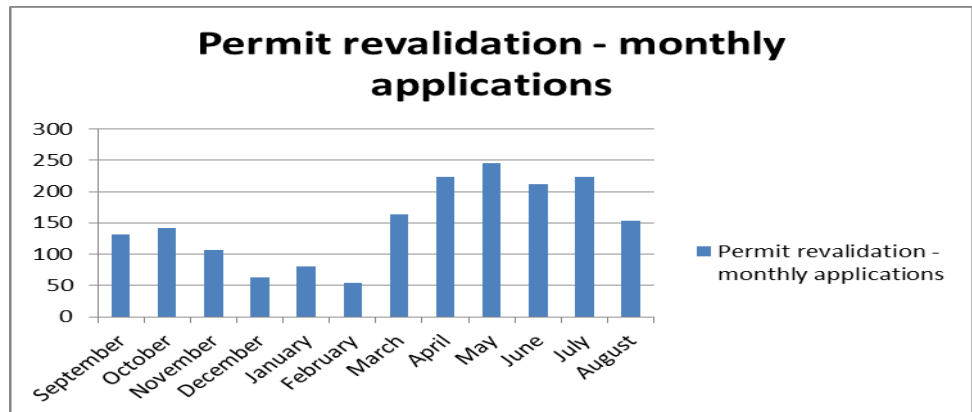
Two new type-approved Microlight types were approved by the Technical Office this year: the EV-97 Eurostar SL Microlight and P&M PulsR GTR.

At the time of writing, the approvals for the Sky Ranger Nynja LS (the BMAA's first light aircraft approval), Savannah XLS and Tanarg / Bionix 13 amateur-built types are all largely complete, albeit not yet finalised.

The prototype Sky Ranger Nynja LS, which is also the first customer example, is under construction. Test flying has been performed on a Microlight Sky Ranger Nynja, which is essentially identical from an aerodynamic perspective. Note: the Sky Ranger Nynja LS project is being overseen by the CAA as part of the process of gaining full approval to handle VLA projects.

Permit applications

Permit applications follow a seasonal trend which puts an increased workload on the administration at certain times of the year. To help ease the burden we encourage members to make use of the up-to eight weeks prior to expiry option to renew their permits and avoid delays.



BCAR A8-26

As reported last year, the CAA has written BCAR A8-26 for 'Organisations Supporting Recreational Aviation' such as ourselves. Earlier this year we made an initial application to the CAA to transfer our current, 'special' approval to a BCAR A8-26 approval. By the time of the AGM we expect to be able to confirm appointment of a Quality Manager, which is a requirement of an A8-26 approval. We are currently in the process of reviewing our procedures to ensure that they are fully BCAR A8-26 compliant.

Airworthiness deregulation of single-seat Microlights

The BMAA has worked closely with the CAA to deregulate all single-seat Microlights for the purposes of airworthiness (an extension of the pre-existing deregulation of sub-115kg single-seat Microlights). This came to fruition in early summer this year. The SSDR rally at Enstone in June was organised by Adrian Jones of the Technical Office, supported by other BMAA staff.

Technical Office Charging Scheme

The new modification and repair charging scheme, where projects are charged by the hour, has been operating for a year. It would appear to be successful. The number of minor modification approvals has increased significantly (although the precise reason(s) for this are not known). Although major modification and repair approvals are generally costing more than previously, we have not received any complaints about this. Members appear happy to pay for the approval effort involved with this type of project.

Handheld Radio Approvals

The CAA has issued a generic approval for 8.33 kHz channel spacing, handheld transceivers that meet a specific standard. The 8.33 kHz Icom IC-A6 and IC-A24 are the only handheld transceivers known to comply at present.

Ben Syson

Safety Officer's Report

Pete Watson

Day to day business for the SO

Email and postal contact regarding safety issues.
Reviewing risk assessments for BMAA events.
Writing an article for the MF magazine.
Accident and Incident review meetings in which we monitor common accident trends and compile summaries for publication.
Being available to advise members on safety issues.
Preparation of material for talks and displays.
Revising the safety officer details list.
The publishing of the BMAA club/ school safety officer handbook.
Contacting other organisations to compare safety issues.
Working with the CAA, AAIB & GASCo.
Working with the BMAA Instructor Training Committee

Accidents and incidents

At the time of writing (November 2014) thirty-two microlight accidents were reported to the BMAA in 2014, most accidents resulted in damage to the aircraft only. By far the largest grouping of accidents (as per the last three years) involved a loss of control at some point during the landing phase of the flight, nineteen in this period. It is felt that a lot could have been avoided had the pilot spent more time in preparation for the flight, by way of consideration of weather, being current and go around practice. Those members interested can access more information of accident & incident from the BMAA website, flight safety, accident & incident summaries. With consideration given to the number of hours our members fly, we are still a safe activity.

General Aviation Safety Council (GASCo)

I represented the BMAA at the GASCo council meetings and have attended their Safety Evenings.

BMAA Instructor Training Committee

I attend the instructor training committee meetings to help with safety issues.

Air Accident Investigation Branch (AAIB)

I also continue to receive their summaries and reports on microlight aircraft. When they are made public, they are analysed and commented on by the team at Deddington. These reports are then published on our website.

Fatalities in Microlight Aircraft

There have been several deaths in microlights over the past year; the BMAA sends its sincere condolences to the family and friends of those killed. We are awaiting the final reports on these accidents from the AAIB.

Finally

I took over from Kim Taylor at the end of February 2012 and have tried to continue the good work he started. I would like to emphasize that the basis of our safety day presentations and MF magazine safety articles is always on gaining and improving our flying skills. Our flying instructors and club safety officers always impress upon our members to stay current and request help if required on improving one's skill levels no matter how experienced the pilot.

Fly safe and have fun

Pete Watson

Chief Inspector's Report

Rob Mott

BMAA AGM Report – Continued Airworthiness 2012

This report will provide a brief overview of what has been implemented over the last twelve months. Secondly to provide an insight to future plans with regard to the BMAA's continued airworthiness system and strategy.

SIGMA 2.1.2

Back in late February an update to SIGMA (2.1.2) was released after being accepted by the CAA. The new document is currently live on the BMAA website. A brief summary of the changes can be found below:

- All references to MPDs have been updated to inform that CAP661 has been frozen since 31/01/2012 and that all MPDs from that date are now available individually on the CAA website: www.caa.co.uk/MPDS
- References to the following all updated:
 - TIL116 Fuel Pressure Gauge.
 - Fuel Flow Requirements (inclusion of useful LAA TIL).
 - Certificate of Validity processing example updated.
 - Minor Mod list updated.
 - Fuel trade-off placards can now be generation via the weight and balance spreadsheet AW/028.
 - Aircraft Data Sheets
 - Forms updated.
 - Service Bulletins.
 - BMAA Service Bulletins added.
 - BMAA Inspector Zone added
 - The BMAA Online Forum updated.

BMAA Inspector Appointments & Renewals

This year Inspector applications and appointments have remained fairly steady. There are a few very active areas where we would like to recruit some more, for example around Swindon. Essentially the new appointment process continues to be successful at supplying active inspectors into the system and retaining them beyond initial authorisation.

Facts & Figures 2014

Current Inspectors	124
Inspectors currently in training	8
New Inspector appointments	5
Inspector upgrades	13
New applicants and enquiries	16
Total Permits processed (30/09/2013 to 30/09/2014)	1869
New Permits produced (30/09/2013 to 30/09/2014)	59 (up 15%)

BMAA Inspector Alerts & Notices

Over the last twelve months the following BMAA service bulletins have been generated all of which are currently available on the BMAA website:

NOTICES

ALERTS

Lithium Batteries	#48 - EuroFox Aviation SB1 - Rudder Centring Assembly
Rotax Sinking Carburettor Floats	#47 - Light Sport Aviation Ltd SB10 - EV-97 Eurostar Underwing Fairings
TIL071 Laminate Sail Testing	#46 - X'Air & X'Air Falcon Shock Absorbers
New Forms Guidance Material	UPDATED #41 - P&M SB132 Issue 4 & SB133 Issue 3 Sail Testing
SIGMA 2.1.2	

Changes to Modification Fees	
SMM116 Fuel Pressure Gauge	
Radio Approvals	

CAA Permit to Fly Online

As of April the BMAA transitioned to the new CAA Permits Online (POL) facility. After a few initial teething problems, the transition has been very successful. Externally, the only real difference is the format of the Certificate of Validity. Previously small and hand-written, the new certificates are now A4 sized and generated electronically. This allows the certificate to be emailed directly shortly after production. Physical copies are still available upon request. Another function of the new system allows the BMAA to submit updates and corrections, more or less directly, to the CAA G-INFO database. Normally the changes are accepted and processed within 24 hours. A new change of data form (AW/030) has been released in order to make use of this service.

New Airworthiness Forms

Shortly after the introduction of POL, new airworthiness forms were launched. The main focus for the rethink has been to streamline the process. This has been achieved by simplifying content, eliminating duplication and separating the forms into their individual tasks. Naturally some tweaking has been required; however the migration has been quite smooth.

Electronic Processing of Renewals

Due to the transition onto the CAA POL system, it is now possible (in some instances) to complete processing without having to print the entire application. This potentially saves time and certainly resources. This has presented a few new challenges, notably the largest being developing an internal system to track all applications, irrespective of how they entered the processing queue (i.e. by direct mail, fax or email).

Jabiru 2200A Engine Seminar

Following the success of the 2013 courses, another BMAA Inspector seminar was held at Southery airfield in late March of this year. The subject being the Jabiru 2200A air cooled four stroke engine, hosted by Roger Lewis and David Burnett of Jabiru Workshop Ltd.

The course was based around the rebuilding of the engine on a large screen projection, in addition a majority of the engine's component parts being available to inspect and handle. This was accompanied by explanations of the engine's workings, modifications, defects and in service experiences. The course was specifically tailored to the requirements of the Inspectorate and their challenging task of inspecting differing installations.



Staff Changes and work in the Tech Office

Back in June the Technical Office said farewell to Al Payne, Office Administrator. Al has been the friendly and professional voice of the office for just shy of two decades. He will be missed dearly and we are all extremely grateful and thankful for the service he has provided to the BMAA membership over the years. The Tech Office has therefore welcomed a new member to the team, Ian Barnes, his main role being the processing of CoV renewals. Generally speaking all renewals are now dealt with by the Tech office, rather than the main office downstairs.

Weighing of Microlights

Following a complete review of Microlight weighing procedures, conducted jointly with the LAA, a fresh proposal has been submitted to the CAA. The document proposes a more efficient and practical approach.

SSDR

The eagerly anticipated changes to the SSDR exemption came just in time for the inaugural BMAA SSDR Rally, which took place over the Summer solstice. Full details of the changes are available in BMAA TIL045, which is a guide to SSDR. The BMAA Tech Office plans to position itself as a place where members can seek advice for new and current projects.

Permit to Fly Revocations

Rolling on from last year the BMAA has continued to receive letters of notification of Permit to Fly revocations from the CAA. In all cases the aircraft involved had changed hands, i.e. been sold to a new owner. For one reason or another, the change of ownership notifications had not been completed. After a fixed time period the CAA will suspend the Permit, if no correcting action is taken they then actually revoke the certificate. This has a large knock on effect; in order for the aircraft to fly again a new (and full) Permit to Fly application has to be made to the CAA via an suitably authorised organisation (i.e. Type Approval holder). This will ultimately normally be the manufacturer or the BMAA. In either case it can take considerable time to rectify say when compared to renewing a Certificate of Validity, there is also an additional cost.

So prevention is certainly better than cure, always ensure completion of any change of ownership and respond promptly to any CAA correspondence. If you think you might be affected by this, please contact the BMAA Tech Office for assistance.

Future

Looking to the year ahead, the following projects will feature:

Conversion to A8-26 structure - organisation supporting recreational aviation.

SIGMA updates – Continue review of content, including splitting procedures and reference information.

Continuation of spot inspection campaign in collaboration with the CAA, these audits will prioritise school and hiring aircraft. Other objectives are to audit a small number of amateur built aircraft during the construction and/or flight testing stages.

Microlight seminars are to be planned for the inspectorate and development of membership courses alike. Courses for new aircraft types, existing types and powerplants. Inspection requirements for new BMAA VLA (Very Light Aircraft) types to be added to our current established technical procedures.

Rob Mott

Events

Duxford Bonus day: Rick Goddin

This year for the first time we organised BMAA Members Bonus Days at *IWM Duxford* on the first weekend in August, next year's event is already agreed and we hope this will become an annual fixture. BMAA members were able to fly into Duxford for a half priced landing fee and have free entrance to the Museums, acclaimed amongst the finest in the country. After a grey and wet Saturday, it was great to see over 60 arrivals the next day. Tea and biscuits were available in the historic Control Tower briefing room, which the BMAA had taken over for the day, after which our visitors were free to roam around the extensive exhibits and take further refreshment in the various eating and watering holes available throughout the venue. Our BMAA flexwing simulator was installed in one of the main exhibition hangars and was a popular attraction for the large numbers of museum visitors passing through. *IWM Duxford's* management were equally pleased with the event and keen to see us again next year.



Spamfield: David Robbins

After a break of a couple of years the Hampshire Microlight Flying Club (HMFC) volunteered to reintroduce the Spamfield weekend fly-in to Sandown airfield, Isle of Wight on behalf of the BMAA. The event was held on 5-7 September and with some 220 aircraft flying in, BMAA members showed their customary generosity by raising £500 for the BMAA Foundation and the Air Ambulance. Spamfield 2015 is expected to be even bigger and better so do get June 19 – 21 in your diaries now.



Treasurer's Report

Rob
Grimwood

The financial year 2013-2014 ended on 31st August 2014, therefore we currently sit two months into the next financial year 2014-2015.

This report looks into summarising the 2013-2014 financial year and then goes on to introduce new fee structures for this current year in order to meet our financial goals.

We ended the 2013-14 year having made a small profit of £7,703 as oppose to the previous year where we made a small loss of £1,459. If you remember that our current financial strategy is to trade at zero profit level we have done very well. The profit we have made this year is equivalent to a fraction over 1% of our income. Or if you take an average of two years where we have made a profit of £6,244 this equates to around 0.4% of the combined two year incomes. I think what this shows is that we have a good command of our accounts and are in the position we had hoped to be in.

The table below shows quarterly accounts for the last two years, the main differences are:

Membership income has gone up by 5.3%. Airworthiness income has gone up by 2.4%. MF Income has gone down by 19%, Last year we allowed for it to reduce by 25% so it has not fallen as much as we feared. Overall income is up by 3.6%

Expenditure wise staffing costs are similar, insurance premiums are similar, MF expenditure is down 4%. Overall expenditure up by 2.2%.

(The small difference between the final profit / loss shown in the quarterly accounts below and those figures on the accounts at the end of this report is Corporation Tax)

	2012- 2013	2012- 2013	2012- 2013	2012- 2013	2012- 2013 Total for year	2013- 2014	2013- 2014	2013- 2014	2013- 2014	2013- 2014 Total for year
	Qtr to 30.11.12 £	Qtr to 28.02.13 £	Qtr to 31.05.113 £	Qtr to 31.08.13 £	£	Qtr to 30.11.13 £	Qtr to 28.02.14 £	Qtr to 31.05.14 £	Qtr to 31.08.14 £	£
Income:										
-										
Membership	48,076	60,134	51,317	77,124	236,650	51,724	64,016	53,904	79,445	249,088
Airworthiness	59,816	29,355	90,531	90,498	270,200	54,826	30,575	99,021	92,327	276,749
Licensing	7,710	4,783	6,281	10,051	28,824	7,750	5,180	5,475	10,174	28,580
MF										
Magazine	9,406	7,395	8,288	7,574	32,662	7,104	6,368	7,032	6,718	27,222
Other										
income	47,320	28,866	9,580	9,734	95,500	58,040	28,685	12,652	7,075	106,452
Total	172,327	130,532	165,997	194,981	663,837	179,444	134,825	178,083	195,738	688,090
Expenditure:										
Staffing										
costs	75,300	74,284	73,765	73,971	297,320	74,930	74,627	71,976	77,757	299,290
Insurance	14,691	14,930	14,930	14,930	59,480	14,922	14,956	14,969	14,969	59,816
MF										
Magazine	27,967	28,399	26,823	26,211	109,400	25,968	26,324	26,952	26,086	105,330
Other costs	33,820	81,832	26,800	56,929	199,380	57,819	65,013	41,288	51,868	215,989
Total	151,778	199,444	142,317	172,040	665,580	173,639	180,920	155,185	170,680	680,424
Balance	20,549	-	23,680	22,941	1,743	5,805	-	22,898	25,058	7,666

During the last couple of weeks the CEO and I got together to look through our budget and review for the next year. The first thing we decided was that the spreadsheet we have used for the last two years was out dated with some historic data we no longer need or understand! As we have just changed book keeper and are about to move some of the day to day book keeping into the downstairs office we decided we needed to change the way we present the information into a way that allows us to understand it ourselves as opposed to just the way other people want it. Following this Geoff went away and has totally updated the spreadsheet we use to be both more user friendly and more detailed but also to show more of what we want it to.

Together we have then been through the spreadsheet and where we know the cost of an item for next year we have entered it, where we don't know the exact cost we have estimated it as best we can.

Some extra expenditure this year shall be a provision for upgrading PC's of £4000 and £6000 for replacement windows and other works at Deddington. Another difference this year is that we will not be running the Flying Show so we lose £70,000 income and expenditure. We shall not however be spending the usual £6000 on BMAA Bursaries as we have effectively already paid this years in the donation we made to the newly formed Microlight Flying Federation.

Without going into too much more detail, if we do nothing to increase our fees we predict to make a loss during this financial year of approximately £6400. Therefore in order to meet our current financial strategy of trading at zero profit level we do need to increase our fees.

Fee change Proposals

At our last meeting I made several proposals to council, all of which were agreed. However in order to increase our membership fees we require a vote at our AGM. The proposals were as follows:

- To increase membership fees by 1.5% (roughly in line with current inflation). This equates to £1 on standard annual membership raising it from £69 to £70. All other membership categories are to be increased by £1 and three yearly memberships therefore go up by £3.
- To increase permit fees by 1.5%. This equates to £2.50 on permit fee for >390Kg and so as not to increase the cost differential between permit fees the <390Kg will also increase by £2.50. The permit fees will therefore be £160 and £137.50 respectively.
- All other fees up by 1.5%

With these fee changes implemented we predict a small profit this year of £2500. Normally we set a contingency in the budget of £10,000 but we have not allowed for this. Therefore I predict we will actually make a small loss this year but I am happy to allow for that to cancel out the profit we made this year to try and continue in the long run to trade at zero profit level.

Department Reports

To help understand where income and expenditure are generated we have created reports for the activities which form the basis of the functions of the BMAA.

Actual income and costs are allocated to the activity where they occur and a proportion of overheads are allocated based upon the staffing requirements of each activity. Some activities will show a significant cost, whilst others make an overall positive contribution to the income of the BMAA. Because the BMAA is run for the benefit of all members and offers potential benefits to all, such as availability of airworthiness services, it is accepted that a degree of subsidy for some activity from other income will be needed. This report shows financial states of the activity groups and the summary of the final annual position of the BMAA at the most recent year end, August 31st 2014.

Administration Department

Income

Shop & General sales	7,751
	<u>7,751</u>

Costs

Stock cost of sales	2,610
Council & CEO	52
Depreciation	12,046
Office running	35,636
IT	7,904
Overheads	<u>124,754</u>
	183,002

Total Administration Department

(175,251)

Within every organisation there is a cost to just being in existence. At the BMAA we call this the Administration cost, where income and expenditure cannot be directly allocated to a particular main activity but is needed by all.

Included will be such items as the availability of heating, lighting, water, telephones and communications and premises costs.

All costs are monitored to look for best value.

Membership Department

Income

Membership fees	249,088
Show income	69,452
Other events	<u>0</u>
	318,539

Costs

Council	5,636
Promotions	6,354
Representation UK & O'seas	3,199
Shop	800
Commissions	1,070
Competition Event	4,773
Show	70,209
Royal Aero Club	4,560
Overheads	<u>34,643</u>
	131,245

Total Membership Department

187,295

The Membership department income activity comes from membership fees and other sources where the activity is undertaken for the benefit of BMAA members, such as the Flying Show, Round Britain Rally etc.

Costs attributed to the membership department are those resulting from running the membership system and such activity as representing the member's interests in regulatory and other interest areas.

The cost of events is also included to balance the income from events.

The Membership department is an overall contributor to the BMAA finances, although without the other activities carried out by the BMAA there would be very less reason for a microlight pilot to be a member.

Engineering Department

Income

Mods & Homebuilds	7,273
Type Approval Work	8,806
	<u>16,079</u>

Costs

CTO/Tech & research expenses	0
Representation UK & O'Seas	0
Overheads	151,243
	<u>151,243</u>

Total Engineering Dept (135,165)

The Engineering department can be considered to be a loss leader in financial terms.

Without a resource to approve designs, whether they be new aircraft, modifications or repairs, BMAA members would have to pay the higher costs of CAA fees and possibly suffer slower turnaround times for applications. Having an engineering department staffed by engineers who are also microlight pilots benefits the speed and proportionality of the approach to applications.

Subsequent renewal fees through the ongoing airworthiness system will offset much of the differential between the cost of an approval and the fees charged for it.

Airworthiness Department

Income

Airworthiness	276,749
Inspector fees	5,345
Seminar fees	
	<u>282,094</u>

Costs

CAA	5,984
Chief Executive	183
Chief Technical Officer	385
Chief Inspector	743
Technical & Research	176
Representation UK & O'Seas	0
Seminar expenses	0
Overheads	39,727
	<u>47,199</u>

Total Airworthiness Dept 234,896

The Airworthiness department is responsible for the on-going airworthiness of the BMAA microlight fleet.

It is this department that is responsible for the appointment, on-going training and supervision of inspectors. The income from the inspector activity covers the losses, expense incurred, by the Engineering department that generates the approvals to which the inspectorate work.

The inspector system is, to the BMAA as a business, a high risk area and a large proportion of the overheads can be directly attributed to insurance and oversight costs.

Flight Training Department

Income

Examiner & Instructor fees	5,025
CAA NPPL income	28,413
Seminar fees	2,417
	<u>35,855</u>

Costs

CEO	0
Promotions	0
Representation UK & O'Seas	149
Seminar exps	1,451
Panel & Training Committee exps	3,473
Overheads	24,294
	<u>29,366</u>

Total Flight Training Department 6,489

When the NPPL was introduced in 2002 the BMAA agreed a contract with the CAA to provide an information centre for NPPL enquiries, process and recommend applications for NPPL Microlight Class ratings, write examinations, develop instructor and examiner training and generally run the NPPL Microlight system.

Income is derived from a part of all the NPPL applications that are made through the BMAA and fees levied on instructor and examiner activity.

There are specific staffing requirements for the department and an annual approval fee to the CAA.

Flight Safety Department

Income	
	<u>0</u>
Costs	
Safety Officer (expenses)	612
Representation UK & O'Seas	0
Overheads	<u>21,057</u>
	21,670
Total Safety Department	(21,670)

The BMAA has increased and improved its efforts to promote flight safety to all microlight pilots. Although this department shows no income the education that we hope to pass on is, we believe, a valuable contribution to the British microlight movement.

Improvements in flight safety reflect well on microlighting as a sector of General Aviation. An improved reputation encourages potential pilots to take up microlight flying and so has the added benefit of promoting our sport.

Publications Department

Income	
MF Magazine	27,222
This is Microlighting	0
MF Website income	<u>549</u>
	27,771
Costs	
MF Magazine costs	105,330
This is Microlighting costs	0
MF Website costs	6,493
Overheads	<u>4,877</u>
	116,699
Total Publications Department	(88,928)

The public face of the BMAA is the monthly magazine, Microlight Flying. MF is seen as a major benefit of being a BMAA member and allows the Council members and staff of the BMAA to communicate with members, as well as provide other information and entertainment.

Income comes from advertising revenue, no copies are sold. Production costs and delivery are the expense incurred. These costs are reviewed on an ongoing basis to try to achieve best value for the membership.

"This is Microlighting" is the promotional leaflet given out to prospective members. A reprint is due in November 2014.

BMAA Summary of accounts year end August 31st 2014

DETAILED PROFIT AND LOSS ACCOUNT

	2014 £	2013 £
TURNOVER		
Membership fees	249,088	236,650
Magazine income	28,726	34,886
PR, marketing, sales	4,815	5,626
Airworthiness document fees	294,370	281,950
Inspector fees	5,431	5,655
The Flying Show	-757	-321
Competitions and sponsorships	0	392
LIAC NPPL (CAA)	28,580	28,824
Examiners fees	1,460	2,546
Instructor fees	3,565	3,634
Seminar fees	2,417	417
Equipment hire	0	58
	<u>617,695</u>	<u>600,317</u>
COST OF SALES		
Magazine and newsletter costs	105,332	109,399
PR, marketing, sales	18,318	17,499
Airworthiness and technical	2,760	1,310
Competitions and events	4,919	3,734
Postage and stationery	7,185	7,988
Check pilot insurance	17,490	16,952
Civil Aviation Authority	5,878	7,500
Safety costs	1,552	1,063
Panel expenses	1,157	2,256
Club commissions	1,070	1,090
	<u>165,661</u>	<u>168,791</u>
GROSS PROFIT	<u>452,034</u>	<u>431,526</u>
OVERHEADS		
Administrative expenses	444,519	434,406
OPERATING PROFIT/(LOSS)	7,515	-2,880
Bank interest receivable	188	1,421
PROFIT/(LOSS) ON ORDINARY ACTIVITIES	<u>7,703</u>	<u>-1,459</u>

NOTES TO THE DETAILED PROFIT AND LOSS ACCOUNT

	2014	2013
	£	£
ADMINISTRATIVE EXPENSES		
Personnel costs		
Wages	266,272	262,872
Social security	23,641	25,365
Pensions	9,377	9,083
	<u>299,290</u>	<u>297,320</u>
Establishment expenses		
Office water, insurance, heating and light	14,688	14,934
Other insurance	37,580	37,702
Repairs to property	3,041	200
	<u>55,309</u>	<u>52,836</u>
General expenses		
Telephone	3,330	3,022
Hire of plant and machinery	6,098	5,992
Repairs and renewals	571	430
Donations	8,046	3,208
Donations to bursary fund	6,000	12,000
Office and travel expenses	38,937	33,874
Subscriptions	5,625	4,816
Auditors remuneration	3,230	3,200
Depreciation of freehold property	6,676	6,675
Depreciation of plant and machinery	4,639	4,792
Depreciation of fixtures and fittings	731	688
	<u>83,883</u>	<u>78,697</u>
Financial costs		
Bank charges	6,037	5,553
	<u>444,519</u>	<u>434,406</u>
INTEREST RECEIVABLE		
Bank interest receivable	188	1,421

FOUR YEAR ACCOUNTS SUMMARY
FOUR FINANCIAL PERIODS TO 31 AUGUST 2014

BALANCE SHEET

	31 Aug 2014	31 Aug 2013	31 Aug 2012	31 Aug 2011
	£	£	£	£
Fixed Assets	254,905	265,866	265,715	273,083
Stocks	26,538	1,027	2,009	1,832
Trade debtors	4,861	26,079	-	-
Other debtors and prepayments	18,055	53,466	73,879	62,279
Cash at bank and in hand	321,764	293,473	300,526	292,752
CURRENT ASSETS	371,218	374,045	376,414	356,863
Trade creditors	14,060	31,052	-	-
Other creditors and accruals	49,883	48,774	100,367	95,922
CURRENT LIABILITIES	63,943	79,826	100,367	95,922
NET CURRENT ASSETS	307,275	294,219	276,047	260,941
Provisions and deferred taxation	14,496	20,066	-	-
TOTAL NET ASSETS	547,684	540,019	541,762	534,024
CAPITAL AND RESERVES	547,684	540,019	541,762	534,024

Financial report compiled by Rob Grimwood - BMAA Treasurer

Company Structure

BMAA Ltd

Company No: 01678351

Company address: Bullring
Deddington
Banbury
Oxfordshire
OX15 0TT

Directors:

Chairman David Bremner
Vice- Chairman Chris Draper

Member of board Paul Dewhurst
Rick Goddin
Rob Grimwood
David Robbins
Terry Viner
Paul Welsh

Chief Executive Geoff Weighell

The BMAA SDR rally – June 2014



© Paul Fowler. Enstone Flying Club