

MINUTES OF THE 1st MEETING OF THE BMAA COUNCIL 2017
Monday 27th February 2017
at Deddington, 0930

Present

Rob Hughes	RH	Chairman
Andy Aiken	AA	
Richard Bisiker	RB	Vice Chairman
Rob Grimwood	RG	Treasurer
Spencer Harvey	SH	
Deepak Mahajan	DM	
Patricia Mawuli Porter	PMP	
Terry Viner	TV	

Geoff Weighell GW Chief Executive

1. APOLOGIES FOR ABSENCE

1.1. None

2. APPROVAL OF MINUTES OF THE PREVIOUS MEETING.

2.1. DM Proposed. SH Second. Unanimously approved.

3. MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING

3.1. None.

4. MEMBER'S REPORTS

- 4.1. DM BMAA Logo has taken a disappointingly long time. Now done although GW and SH did not agree that the logo should include a paramotor. GW suggested adding wheels to the logo to display it as a microlight PP. Led to a wider discussion on whether the BMAA should continue to assist foot launched pilots in any way or be clear that it doesn't represent any foot launched interests.
- 4.2. DM Attended the Outdoor Exhibition with two volunteers from Damyn's Hall.
- 4.3. DM Helped with the Instructor Seminar. Obtained sponsorship from Pooley's and Rotax. Presented to seminar on GPS, Radio and Transponder instruction.
- 4.4. DM Has set up a BMAA Facebook page for instructors. This is not a BMAA account.
- 4.5. DM Will work with RB on his Microlight Diploma proposal as a private enterprise without BMAA involvement.
- 4.6. DM Planning to develop a three axis simulator, at his expense, which can be used at events and available to the BMAA.
- 4.7. RG Instructor Seminar organised by the TC. All went well.
- 4.8. RG Attended the Outdoor Show.
- 4.9. PMP MF article. Requested members to submit articles for MF.
- 4.10. PMP Has followed up disabled pilot opportunities. Has contacted Aerobility and Fiona Luckhurst.

- 4.11. PMP Had contributed to an editorial meeting held at Pagefast.
- 4.12. PMP Working on speakers for SDDR Rally. **Action 365 GW to send details of sponsorship.**
- 4.13. PMP YES group have invited PMP to give a motivational talk.
- 4.14. PMP Suggested personalisation of all repeat BMAA correspondence, e.g. membership reminders. **Action 366 GW to follow up.**
- 4.15. PMP Will BMAA has a stand at the LAA Rally?
- 4.16. SH Motor Cycle Racer Magazine has offered a free advertisement. BMAA to take up and monitor response. Suggested that Kelly Thacker can manage with SH assistance. Sunshine Radio has offered to publicise BMAA activity in exchange for a free microlight flight as prize. **Action 367 SH to manage.**
- 4.17. SH Praise for the way that Frank Thompson operated the simulator throughout the Outdoor Show. Proposed that BMAA refund FT £300 towards the cost of fitting a tow bar which is used for towing the sim. Seconded RG. 7 in favour. 1 against. **Action 368 GW to arrange payment.**
- 4.18. SH Some discussion regarding publishing the cost of attending the Outdoor Show. Decision not publish. SH to inform Geoff Hill. **Action 369 SH**
- 4.19. RH Attended RAeC Awards meeting. All BMAA proposals successful. The award for the organising committee had not included the foot launched team. RAeC has agreed to add them to the award. Council agreed they be added to the proposal.
- 4.20. RH The World Games. Planning progressing.
- 4.21. RH CIMA Planning for European Microlight Championship progressing.
- 4.22. RG Suggested moving members reports to pre-AOB for future meetings. Agreed.
- 4.23. TV Build a Plane projects. Welsh project. Concern with the way that it is being managed. Confident that it will get completed but may run over time. Benenden project going well. Oundle project not going ahead. Possible project for 2018, Hastings. Aston University project for 2017 still confirmed.
- 4.24. TV Simulator. Passed over to Frank Thompson. There have been problems with the operation due to operators not following the instructions properly. TV noted that he has concerns that future operators may not be able to manage problems and this may affect validity of future use.
- 4.25. SH BMAA Marketing person on staff. Kelly Thacker is interested in becoming involved in marketing for the BMAA as part of her role. **Action 370 S&RSc to discuss the role and devise job specification and remuneration.**
- 4.26. TV Monthly payment system. Not in use yet due to technical work needed for database. See Action 363.
- 4.27. TV suggested simulator go to the Parafest.
- 4.28. TV Payment of volunteers. Should BMAA pay more than expenses? Concerned that the BMAA may overspend by attending an increasing number of events when seeking to promote microlighting. Urged caution when planning events to attend.

5. ACTION LIST (attached)

- 5.1. 285 RG to develop a budget for equipping and running pylon racing events for the BMAA. Action DM, SH, RG Remains open; RG is now a member of the new CIMA Air Sports Series Working Group and this may affect work in this area. **No change.**
- 5.2. 307 DB will ask Pagefast and Ben Ashman to propose a "BMAA Certificate" design option. See action 329 Open Awaiting artwork. RG and RH had contacted Ben Ashman who agreed to the work but recent work activity had prevented him from progressing. **Open.**
- 5.3. 308 DM to pursue accreditation opportunities for BMAA Diploma. DM and RB to consider the matter and report back with concrete steps in the February meeting, otherwise the issue will be dropped. **Discussed at 4.5 Closed**
- 5.4. 329 RG To ask Ben Ashman to redraw WMPC logo without paramotor as a basis for a BMAA promotional image. Open. See 307 **Closed**
- 5.5. 334 SH To look for an opportunity to obtain third party insurance for pilots to be included in the BMAA membership fee. SH to meet representatives w/c 19 December and report back. Open. **GW to provide SH with current costs. Action 371**
- 5.6. 342 RH. RH to purchase an example promotional banner. Open. Still awaiting artwork; see action 307. **Open**
- 5.7. 347 RG 12/12/2016 RG to perform the handover of FAI Sporting Licence administration to BMAA staff members. **No action. Open.**
- 5.8. 348 Smaller award Completed. **Closed** Past award winners to be contacted to ask if they would like to purchase an award at their expense. **Action 372 GW**
- 5.9. 349: RH to investigate how best to gain member approval for votes proposed at the 2016 AGM. Closed. Request members to approve Accounts and Appointment of Auditors through email. Web form **Action 373 RH to write words and GW to arrange email.**
- 5.10. 350: GW Make the revised website available to Council members for testing and feedback before going live. **Site under final development. SH has images that may be suitable for the site. SH to suggest specific images for inclusion following review. Open**
- 5.11. 351: RG discuss ways in which a BMAA staff member could be used to create website campaigns and maintain interest in the BMAA website after its launch. **Taken by RG S&RSc to integrate with promotion manager position.**
- 5.12. 352: TV to determine the sale price and then offer Benenden a £1000 discount. **No progress. Open**
- 5.13. 353: TV to draw up a list of disabled microlighting facilities and submit to GW for inclusion on the BMAA website for information. **No progress. Passed to PMP Open.**
- 5.14. 354: TV and FT to create a programme for the simulator for 2017. **No progress. FT to provide a list. GW to contact FT. Open.**
- 5.15. 355: DM and RB to discuss and report back with concrete steps at the February meeting or else the topic is discontinued. **Discussed 4.5. Closed**
- 5.16. 356: Sandown events. AA to liaise with Dan Subhani. **Ongoing. Open.**
- 5.17. 357: PMP Include content targeted at women and children in Microlight Flying.: PMP to liaise with MF Editor Geoff Hill. **Closed**
- 5.18. 358: TV proposed to build a fixed wing simulator. TV to submit a fully costed proposal, including personnel to run the programme, before the next meeting. **To avoid conflict with DM's plan (4.6) this action closed. Closed**

- 5.19. 359: TV: BMAA had previously sold 'new member welcome packs'. TV to liaise with GW regarding updating the packs and making them available in the future. **Packs have been available for some years and still are. Closed**
- 5.20. 360 : TV: recorded his thanks to Sandy Airfield for their help in running the BMAA Simulator. TV to investigate a suitable donation or other method of expressing BMAA's gratitude. **Pete Jarvis, Sandy FI, won't except anything. Closed.**
- RG suggested a volunteer / merit award for those who have helped the BMAA as a form of thanks and recognition. A name for the award is needed. Action 374. GW to progress.**
- 5.21. 361: TV: YES (Youth & Education Support). TV to submit a proposal to associate BMAA with YES activities. **No further action. Closed**
- 5.22. 362: SH proposed a BMAA event one evening in February to include a formal dinner, talks, presentations, the BMAA awards and also the AGM. SH to further develop and then submit a plan for the event before the next Council meeting. Options proposed. Following discussion the meeting supported the idea of holding a day-long event at Sywell in February. **Action 375 AA to be lead on event.**
- 5.23. 363: TV Offer the option to pay BMAA membership fees by direct debit in 12x1 instalments. TV to collaborate with GW and KT to determine the exact system to be used. Waiting for database to be updated to allow. **Open**
- 5.24. 364 SDDR Rally at Enstone. PMP offered her help in finding speakers for a programme of presentations. PMP and GW to liaise on speaker programme. **Continuing. Open.**

6. TREASURER'S REPORT

- 6.1. Report reviewed.
- 6.2. 2017 Budget to be added to dropbox.
- 6.3. Training up £1,000. **Action 376: GW to explain**

7. CHIEF EXECUTIVE'S REPORT (attached)

- 7.1. Report reviewed.
- 7.2. Member badges. Scheme agreed in principle with the suggestion that both hard and soft badges be available. **Action 377 GW to follow up.**
- 7.3.

8. CTO REPORT (attached)

- 8.1. Report reviewed.
- 8.2. TV Questioned that information provided to owners in their POH is understood where related to their responsibilities for maintenance and operation.

9. CI REPORT (attached)

- 9.1. Report reviewed.

10. ANY OTHER BUSINESS

- 10.1. Staff & Remuneration Committee - Safety Officer: RG: Suggestion to add the role of Training Officer to that of Safety Officer so that safety issues can be more fully reported and integrated with flight training. Agreed in principle. **Action 378 S&RSc. Details to be developed by S&RSc. To advertise post and select from applications.**

- 10.2. Paramotors – Open discussion following an approach from the BHPA to support a new licensing system and emails from a disabled pilot holding the BMAA responsible for the UK governance of paramotor flying.

Exemption for wheeled paramotor trikes. A wider acceptance of exemptions from regulation is not supported by the BMAA.

BHPA proposed NPPL (A) PM. Not supported by the BMAA as there is a NPPL system that caters for the needs in existence, and adding another will only complicated issues. Additionally BMAA believes that there are failings within the proposed system that are not in line with other NPPL requirements, such as the suggested revalidation requirements.

Does the BMAA officially represent paramotors? Following discussion it was agreed that the BMAA does not represent paramotors and has no responsibility as a “Governing body”.

Policy Change as a result of discussion. International Competition funding for Foot Launched team members will be withdrawn. SH Proposed, RB Second. 5 in favour. 3 abstain. **Action 379 GW to inform the Paramotor Competition Committee of the change in funding policy.**

- 10.3. BMAA events
Outdoor Adventure show. SH had posted draft report. Although less visitors than expected, considers the event a success. Many new people have become aware of microlights as a result. Follow up contacts vital and underway to generate pilots and members. Not proposed to repeat in 2018. Suggested next event Royal Welsh Show in mid-July. Thanks from the Council for all work involved. **Action 380 SH to prepare proposal.**

Duxford AA Keen for BMAA Bonus day on 10th September. Fly or Drive. £8 landing fee to include museum visit. Agreed.

Spamfield AA Planning underway. Remains a BMAA event run on behalf by Dan Subhani. SSDR Rally Ongoing.

Attendance at other events TV suggested the BMAA look for small events to attend and other opportunities to promote microlight flying, such as linking promotion with National Competitions.

- 10.4. BMAA Simulator - calendar for 2017 **See Action 354**

- 10.5. New Horizons / Build a Plane
Update on current activity. See 4.23
Oundle / David Robbins The school has decided not to progress a project at this time.

- 10.6. Stolen engines
BMAA Stickers “Tracker fitted”. Decided not to progress as they are believed to have little effect.

Rotax register. All members encouraged to register their engine with Rotax. Olt may help locate stolen engines in the future.

10.7. Media

New website update **Discussed in Action 350**

BMAA forum - RH waiting for content to be passed over from John Waite. **RG will ask JW to expedite. Action 381 RG**

10.8. Microlight Flying Foundation

Future? GW to write to Chris Finnigan to ask current intentions for MFF. BMAA not minded to support any further unless MFF could show significant other income. **Action 382 GW**

10.9. SH Broad Meadow Club Dunking Course. If successful will advertise in MF for other member's interest.

10.10. PMP Has the BMAA considered a joint show with LAA? Discussed and agreed that the viability of such shows is questionable. The BMAA would not get involved in another show and confirmed that it will not be taking on / back the Flying Show.

10.11. Agreed that the BMAA would attend Aero Expo and LAA Rally.

11. DATE/TIME OF NEXT COUNCIL MEETING

DATE/TIME OF NEXT MEETING

April 10 2017

The meeting closed at 1640

Rob Hughes
BMAA Chairman

BMAA Council Action List

Key to table colours:

Open action with completion date	Open action no completion date set	Open action overdue	Closed action.
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Action reference	Date open	Council member	Action	Target completion date	Date closed
285	15/12/2015	Rob Grimwood Spencer Harvey Deepak Mahajan	15/12/2015 RG to develop a budget for equipping and running pylon racing events for the BMAA in the UK which will eventually be self-funding. 15/02/2016 Open 18/04/2016 in progress. Open 13/06/2016 No progress. Action to be assisted by DM and SH Open 12/09/2016 No progress. 07/11/2016 No progress. Open 12/12/2016 No progress. Open 27/02/2017 No Progress. Held open until further progress.		
307	15/02/2016	David Bremner Deepak Mahajan	15/02/2016 DB will ask Pagefast and Ben Ashman to propose a "BMAA Certificate" design option. 18/04/2016. Draft tabled. Comments received. To be returned to Pagefast for revision. Open. 13/06/2016 Open. 12/09/2016 DM to produce draft for final copy of Certificate with costs. 07/11/2016 Open waiting for image. 12/12/2016 Open waiting for image. 27/02/2017 Open waiting for image.		
334	12/09/2016	Spencer Harvey	12/09/2016 To look for an opportunity to obtain third party insurance for pilots to be included in the BMAA membership fee. 07/11/2016 Open, ongoing. 12/12/2016 Open 27/02/2107 Open		
342	07/11/2016	Rob Hughes	07/11/2016 RH to purchase an example promotional banner. 12/12/2016 Open 27/02/2107 Open		
347	12/12/2016	Rob Grimwood	12/12/2016 RG to perform the handover of FAI Sporting Licence administration to BMAA staff members. 27/02/2107 Open		

27/02/2017

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348	12/12/2016	Geoff Weighell	12/12/2016 GW to investigate the provision of smaller awards to be given to award winners.		
350	12/12/2016	Geoff Weighell	12/12/2016 GW Make the revised website available to Council members for testing and feedback before going live. 27/02/2017 Open until web site ready for review.		
351	12/12/2016	Rob Grimwood S&RSc	12/12/2016 RG discuss ways in which a BMAA staff member could be used to create website campaigns and maintain interest in the BMAA website after its launch. 27/02/2017 Action taken by S&RSc		
352	12/12/2016	Terry Viner	12/12/2016 TV to determine the sale price [New Horizons] and then offer Benenden a £1000 discount. 27/02/2017 No progress open.		
353	12/12/2016	Terry Viner Patricia Mawuli Porter	12/12/2016 TV to draw up a list of disabled microlighting facilities and submit to GW for inclusion on the BMAA website for information. 27/02/2017 No progress. Action passed to PMP		
354	12/12/2016	Terry Viner Geoff Weighell	12/12/2016 TV and FT to create a programme for the simulator for 2017. 27/02/2017 No progress. Action passed to GW		
356	12/12/2016	Andy Aiken	12/12/2016 To liaise with Sandown regards arrangements for Spamfield. 27/02/2017 Ongoing. Open.		
363	12/12/2016	Terry Viner Geoff Weighell	12/12/2016 To develop a monthly membership payment system. 27/02/2017 Waiting for software development.		
364	12/12/2016	Patricia Mawuli Porter Geoff Weighell	12/12/2016 To liaise on speaker programme for SSDR rally. 27/02/2017 Continuing. Open.		

27/02/2017

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365	27/02/2017	Geoff Weighell	27/02/2017 To send sponsorship details for the SSDR rally to PMP		
366	27/02/2017	Geoff Weighell	27/02/2017 To review routine correspondence sent from the BMAA for possible presentation and personalisation improvements.		
367	27/02/2017	Spencer Harvey	27/02/2017 To liaise with Kelly Thacker regarding taking up promotional activities. Motor Cycle magazine / Sunshine Radio		
368	27/02/2107	Geoff Weighell	27/02/2017 To arrange payment to Frank Thompson of £300 towards tow bar costs.		
369	27/02/2017	Spencer Harvey	27/02/2017 To inform Geoff Hill that costs incurred are not to be included in an MF report on the Outdoor Show.		
370	27/02/2017	S&RSc	27/02/2017 To develop role of Marketing person/staff, devise job specification and remuneration package.		
371	27/02/2017	Geoff Weighell	27/02/2017 To provide SH with costs for current insurance cover to assist in obtaining a quote for members' third party cover.		
372	27/02/2107	Geoff Weighell	27/02/2017 To contact past award winners to offer the opportunity to purchase new memento awards.		
373	27/02/2017	Rob Hughes Geoff Weighell	27/02/2017 RH to write wording for a member invitation to approve 2015/2016 accounts and appoint an auditor for 2016/2017 by way of a web form 27/02/2017 GW to send email when wording supplied and prepare voting form.		

BMAA Council Action List

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Open action with completion date	Open action no completion date set	Open action overdue	Closed action.
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374	27/02/2017	Geoff Weighell	27/02/2017 GW to invite past award winners to purchase a token award.		
375	27/02/2016	Andy Aiken	27/02/2017 AA to progress plan for a daylong event at Sywell to host the AGM and awards ceremony together with an evening event.		
376	27/02/2017	Geoff Weighell	27/02/2017 Provide details of "Training" as shown in the accounts.		
377	27/02/2017	Geoff Weighell	27/02/2017 Progress plans for long term membership badges.		
378	27/0/2017	S&RSc	27/02/2017 To develop role of Training/Safety Officer, advertise and select.		
379	27/02/2017	Geoff Weighell	27/02/2017 GW to inform the Paramotor Competition Committee of the change in funding policy.		
380	27/02/2107	Spencer Harvey	27/02/2017 To prepare proposal for exhibiting at the Royal Welsh Show		
381	27/02/2017	Rob Grimwood	27/02/2017 To speak with John Waite to recover the BMAA Forum data.		
382	27/02/2017	Geoff Weighell	27/02/2017 To write to Chris Finnigan to ask current intentions of the MFF.		

BMAA Council Action List

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Closed actions

308	15/02/2016	Deepak Mahajan	15/02/2106 DM to pursue accreditation opportunities for BMAA Diploma. 18/04/2016. Initial enquiries with instructors unenthusiastic. Open. 13/06/2016 Open. 12/09/2016 Open. To report in November. 07/11/2016 DM to develop with PMP and RB to report at meeting of December 12th. 12/12/2016 Open. See Action 355 27/02/2017 To progress as a private opportunity. Closed.		Closed 27/02/2017
329	12/09/2016	Rob Grimwood	12/09/2016 To ask Ben Ashman to redraw WMPC logo without paramotor as a basis for a BMAA promotional image. 07/11/2016. No action. Open. 12/12/2016 Open 27/02/2017 See 307. Closed		Closed 27/02/2017
349	12/12/2016	Rob Hughes	12/12/2016 RH to investigate how best to gain member approval for votes proposed at the 2016 AGM. 27/02/2017 Closed		Closed 27/02/2017
355	12/12/2016	Deepak Marhajan Richard Bisiker	12/12/2016 Diploma in aviation.DM and RB to discuss and report back with concrete steps at the February meeting or else the topic is discontinued. 27/02/2017 Closed		Closed 27/02/2017
357	12/12/2016	Patricia Mawuli Porter	12/12/2016 To liaise with Editor re targeted content for women and children in MF. 27/02/2017 Completed. Closed.		Closed 27/02/2017
358	12/12/2016	Terry Viner	12/12/2016 To submit proposal for a fixed wing simulator and staffing arrangements. 27/02/2017 Closed.		Closed 27/02/2017
359	12/12/2016	Terry Viner	12/12/2016 Membership packs. 27/02/2017 Closed		Closed 27/02/2017

27/02/2017

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360	12/12/2016	Terry Viner	12/12/2016 To investigate a suitable donation or other method of expressing BMAA's gratitude. [Sandy, Simulator] 27/02/2017 Closed		Closed 27/02/2017
361	12/12/2016	Terry Viner	12/12/2016 To submit a proposal to associate BMAA with YES activities. 27/02/2017 No action. Closed.		Closed 27/02/2017
362	12/12/2016	Spencer Harvey	12/12/2016 BMAA event and awards ceremony. To further develop a and then submit a plan for the event before the next council meeting. 27/02/2017 Proposal submitted. Closed.		Closed 27/02/2017

BMAA Treasurers report 24/02/2017 – Rob Grimwood

The BMAA's financial year starts on the first of September each year, so this report deals with the first 5 months of the financial year 2016-17, i.e. up to the end of January 17. Although we have nearly finished February each month's accounts cannot be confirmed until all invoices/expenses have been received and this can take up to a further month or so after the end of the calendar month.

Remember in September 2016 when we did our budget we decided not to increase any fees for the year with the prediction of roughly breaking even. We finished off last year making a loss of just under £16K.

Looking at the prior year report (attached) which compares our current financial position with that at the same time last year you can see that the key differences so far this year are:

Income

Membership UK up slightly but Overseas down which almost balances out the increase in UK.

MF income is comparable to last year – Great news as there was a steady decline on this previously.

Airworthiness down £2.3K – Nothing to worry about just yet but we need to keep an eye on it, especially as the airworthiness was down last year as well.

Type approval work down £1.2K – work we do for manufacturers and have no control over.

NPPL fees up £1.6K

Examiner and Instructor fees down £1.2K

Competition event down £2.5K – no competition so far

Overall income is down by £3.7K compared to this point last year.

Expenses

Staff Salaries up £5K (including associated NI contributions)

Training up £1.1K – Geoff?

Property Repair and Maintenance – Up £4.6K which seems a lot but in fact is due to the previous year showing a negative as this was money that was allocated the previous year which was not invoiced.

Interview panel expenses down £1.4

Software costs up by £5.8K – Geoff please advise where we are with website and Database?

Insurance down £5.8K – Cheaper insurance without the check flying.

All in all so far we have made a net loss of just under £59K which sounds a massive amount but is usual for this time of year. However in comparison to last year we are doing £11K worse off.

If we continue with this then we could make a potential loss of around £25K but hopefully things will pickup during the second half of the year as they usually do.

One thing that we will see is that the London show cost us a fair amount more than was budgeted for (£7500) so it will be interesting to see the final figures from that.

Date: 21/02/2017
Time: 16:08:52

BRITISH MICROLIGHT

Prior Year Report

Page: 1

From: Month 5, January 2017
To: Month 5, January 2017

Chart of Accounts:

Default Layout of Accounts

	Period				Year to Date			
	Actual	Ratio	Prior Yr	Variance	Actual	Ratio	Prior Yr	Variance
Sales								
MEMBERSHIP UK	12,796.00	43.89	12,574.00	222.00	88,761.00	45.12	87,940.00	821.00
MEMBERSHIP OVERSEAS	0.00	0.00	1,149.00	(1,149.00)	1,925.00	0.98	3,343.00	(1,418.00)
MICROLIGHT FLYING INCOME	2,541.33	8.72	2,520.43	20.90	11,421.18	5.81	11,992.84	(571.66)
MF WEBSITE INCOME	0.00	0.00	0.00	0.00	45.00	0.02	0.00	45.00
FLIGHT TRAINING VOUCHER admin incom	4.17	0.01	0.00	4.17	83.34	0.04	41.70	41.64
AIRWORTHINESS	9,672.00	33.18	10,827.00	(1,155.00)	73,789.80	37.51	76,126.50	(2,336.70)
MODS & HOMEBUILDS	845.83	2.90	573.33	272.50	2,812.51	1.43	3,073.35	(260.84)
TYPE APPROVAL WORK	152.00	0.52	0.00	152.00	520.58	0.26	1,768.27	(1,247.69)
INSPECTOR FEES	104.50	0.36	148.08	(43.58)	196.17	0.10	161.83	34.34
NPPL FEES	1,496.26	5.13	725.42	770.84	11,231.29	5.71	9,656.26	1,575.03
EXAMINER & INSTRUCTOR FEES	408.32	1.40	700.00	(291.68)	1,926.62	0.98	3,133.27	(1,206.65)
SEMINAR FEES	927.54	3.18	400.08	527.46	1,493.39	0.76	1,350.08	143.31
PR AND MARKETING	1.60	0.01	19.55	(17.95)	83.52	0.04	117.40	(33.88)
LOGS/SYLLABUS/GUIDES/PADS	105.10	0.36	161.60	(56.50)	1,383.61	0.70	1,118.70	264.91
BMAA SALES	8.80	0.03	52.92	(44.12)	377.75	0.19	304.88	72.87
EVENTS INCOME	0.00	0.00	0.00	0.00	70.00	0.04	0.00	70.00
DONATIONS	45.50	0.16	0.00	45.50	310.50	0.16	45.00	265.50
COMMISSIONS & CARD FEES	42.57	0.15	41.47	1.10	312.45	0.16	289.33	23.12
	<u>29,151.52</u>	<u>100.00</u>	<u>29,892.88</u>	<u>(741.36)</u>	<u>196,743.71</u>	<u>100.00</u>	<u>200,462.41</u>	<u>(3,718.70)</u>
Purchases								
STOCK COST OF SALES	725.00	2.49	684.00	41.00	1,837.03	0.93	943.36	893.67
	<u>725.00</u>	<u>2.49</u>	<u>684.00</u>	<u>41.00</u>	<u>1,837.03</u>	<u>0.93</u>	<u>943.36</u>	<u>893.67</u>
Direct Expenses								
MICROLIGHT FLYING	9,055.46	31.06	9,219.84	(164.38)	44,909.06	22.83	44,336.58	572.48
MF WEBSITE	579.56	1.99	616.18	(36.62)	2,893.00	1.47	2,862.84	30.16
THIS IS MICROLIGHTING	0.00	0.00	0.00	0.00	482.00	0.24	0.00	482.00
EVENT EXPENSES	0.00	0.00	246.60	(246.60)	3,030.67	1.54	3,240.69	(210.02)
PROMOTIONAL ITEMS	0.00	0.00	0.00	0.00	24.99	0.01	75.00	(50.01)
ADVERTISING	0.00	0.00	0.00	0.00	0.00	0.00	75.00	(75.00)
PROMOTIONS	0.00	0.00	0.00	0.00	120.00	0.06	450.00	(330.00)
CLUB COMMISSIONS	0.00	0.00	0.00	0.00	140.00	0.07	100.00	40.00
REPRESENTATION - OVERSEAS	0.00	0.00	0.00	0.00	862.77	0.44	0.00	862.77
REPRESENTATION - UK	51.20	0.18	128.50	(77.30)	714.88	0.36	299.35	415.53
CAA - PERMIT ISSUES & VALIDATION CO	0.00	0.00	390.00	(390.00)	2,275.00	1.16	2,615.00	(340.00)
CONSULTANCY FEES	383.32	1.31	358.33	24.99	766.72	0.39	716.68	50.04
CHIEF EXECUTIVE	162.92	0.56	50.00	112.92	571.19	0.29	444.54	126.65
CHIEF TECHNICAL OFFICER	0.00	0.00	0.00	0.00	131.50	0.07	646.82	(515.32)
CHIEF INSPECTOR	0.00	0.00	0.00	0.00	426.24	0.22	306.54	119.70
SAFETY OFFICER	0.00	0.00	0.00	0.00	0.00	0.00	59.50	(59.50)
TECHNICAL & RESEARCH	0.00	0.00	0.00	0.00	0.00	0.00	46.20	(46.20)
SEMINAR EXPENSES	992.50	3.40	0.00	992.50	1,242.50	0.63	416.67	825.83
INSPECTOR SEMINAR EXPENSES	0.00	0.00	260.00	(260.00)	0.00	0.00	855.73	(855.73)
COMPETITION EVENT	0.00	0.00	0.00	0.00	0.00	0.00	2,569.53	(2,569.53)
WORLD MICROLIGHT CHAMPIONSHIPS	(20.07)	(0.07)	0.00	(20.07)	(20.07)	(0.01)	52.77	(72.84)

Time: 16:08:52

Prior Year Report

From: Month 5, January 2017
To: Month 5, January 2017

Chart of Accounts:

Default Layout of Accounts

	Period				Year to Date			
	Actual	Ratio	Prior Yr	Variance	Actual	Ratio	Prior Yr	Variance
	11,204.89	38.44	11,269.45	(64.56)	58,570.45	29.77	60,169.44	(1,598.99)
Gross Profit/(Loss):	17,221.63	59.08	17,939.43	(717.80)	136,336.23	69.30	139,349.61	(3,013.38)
Overheads								
STAFF SALARIES	23,394.00	80.25	22,582.06	811.94	117,345.45	59.64	112,872.97	4,472.48
BOOKKEEPER	806.25	2.77	677.25	129.00	3,757.14	1.91	3,681.88	75.26
NATIONAL INS CONTRIBUTIONS	2,413.64	8.28	2,276.72	136.92	12,104.61	6.15	11,473.00	631.61
PENSION CONTRIBUTIONS	864.23	2.96	796.61	67.62	4,354.91	2.21	4,062.87	292.04
RECRUITMENT	0.00	0.00	0.00	0.00	0.00	0.00	9.90	(9.90)
TRAINING	0.00	0.00	0.00	0.00	1,084.10	0.55	0.00	1,084.10
RENT/RATES/WATER	679.46	2.33	674.13	5.33	3,397.30	1.73	3,370.65	26.65
HEAT/LIGHT/POWER	89.97	0.31	0.00	89.97	356.98	0.18	272.92	84.06
PROPERTY REPAIR & MAINT	200.55	0.69	321.78	(121.23)	1,274.49	0.65	(3,375.83)	4,650.32
EQUIPMENT HIRE & REPAIR - SCALES CAL	0.00	0.00	0.00	0.00	165.00	0.08	331.98	(166.98)
COUNCIL EXPENSES	0.00	0.00	211.20	(211.20)	1,983.73	1.01	1,867.90	115.83
PRESENTATIONS	44.34	0.15	0.00	44.34	157.67	0.08	159.13	(1.46)
CAA APPROVAL FEES	393.66	1.35	393.66	0.00	1,968.30	1.00	1,968.30	0.00
INTERVIEW PANEL EXPENSES	448.57	1.54	1,334.30	(885.73)	448.57	0.23	1,879.45	(1,430.88)
TRAINING COMMITTEE EXPENSES	10.75	0.04	157.20	(146.45)	568.54	0.29	784.60	(216.06)
ROYAL AERO CLUB	403.92	1.39	0.00	403.92	2,019.60	1.03	2,154.20	(134.60)
SUBSCRIPTIONS	15.83	0.05	14.16	1.67	315.11	0.16	323.20	(8.09)
PHOTO COPIER HIRE CHARGES	441.06	1.51	505.24	(64.18)	2,298.66	1.17	2,561.20	(262.54)
FRANKING MACHINE LEASE	0.00	0.00	0.00	0.00	335.00	0.17	335.00	0.00
OFFICE EXPENSES	229.00	0.79	175.71	53.29	1,375.67	0.70	1,094.87	280.80
SAFETY	0.00	0.00	0.00	0.00	256.30	0.13	0.00	256.30
POSTAGE AND CARRIAGE	498.75	1.71	522.38	(23.63)	2,524.75	1.28	2,231.96	292.79
TELEPHONE AND FAX	63.80	0.22	117.72	(53.92)	1,184.11	0.60	1,198.08	(13.97)
OFFICE STATIONERY	109.34	0.38	173.84	(64.50)	910.03	0.46	1,005.40	(95.37)
OFFICE MACHINE MAINTENANCE	25.00	0.09	25.00	0.00	125.00	0.06	125.00	0.00
LICENCES	12.12	0.04	12.12	0.00	60.60	0.03	60.60	0.00
SMALL ITEMS OF EQUIPMENT	0.00	0.00	0.00	0.00	27.46	0.01	0.00	27.46
SOFTWARE SUPPORT	128.00	0.44	86.37	41.63	473.32	0.24	627.19	(153.87)
IT COSTS	251.03	0.86	726.10	(475.07)	1,855.15	0.94	1,949.00	(93.85)
SOFTWARE COSTS	0.00	0.00	0.00	0.00	8,825.00	4.49	3,000.00	5,825.00
LEGAL, AUDIT & ACCOUNTANCY	13.00	0.04	13.00	0.00	14.50	0.01	14.50	0.00
INSURANCE	3,587.12	12.31	5,075.51	(1,488.39)	19,356.44	9.84	25,211.23	(5,854.79)
PROFESSIONAL FEES	0.00	0.00	0.00	0.00	0.00	0.00	1,631.50	(1,631.50)
BANK CHARGES	280.07	0.96	217.77	62.30	1,441.93	0.73	1,338.88	103.05
DEPRECIATION	514.86	1.77	507.07	7.79	2,574.30	1.31	2,535.35	38.95
TRAVEL AND ACCOMODATION	0.00	0.00	0.00	0.00	90.00	0.05	0.00	90.00
	35,918.32	123.21	37,596.90	(1,678.58)	195,029.72	99.13	186,756.88	8,272.84
Net Profit/(Loss):	(18,696.69)	(64.14)	(19,657.47)	960.78	(58,693.49)	(29.83)	(47,407.27)	(11,286.22)

CEO Report to Council Significant Activity to February 2017

- 1) **Database and web site.** Continued population of new web site and linking with the new database. The end of this long project is near. I have applied to have the option to take Direct Debit instructions through the web site. This will make it simpler for new members in particular to join by DD. Setting up the system is not simple, but in progress.
- 2) **We have prepared a plan for a c/o address for members to use for their aircraft registration.** If approved by the Council this will start in March 2017.
- 3) **BMAA Awards.** With Kelly Thacker developed a BMAA awards promotion programme and obtained sample take-home and keep award.
- 4) **A8-26 Microlight manufacturer oversight.** We continue to wait for the CAA to internally progress this.
- 5) **Microlight Noise Certification.** The DfT have suggested to the CAA that this will not be acceptable to the general public and as such the CAA have decided not to progress further. We are reviewing our proposal and will resubmit if we believe that we can change their view.
- 6) **Meetings.** Attended the first meeting of the All Party Parliamentary Group (APPG) for General Aviation. This new group is made up of MPs and Lord Rotherwick. Its purpose is to influence legislation at a high level to benefit general aviation, primarily in the recreational sector. Their first target is legislation relating to airfields and planning policies. We have yet to be informed how the group will work and how its input and output will be managed.
- 7) Attended the General Aviation Safety Council (GASCo) Board meeting. The GASCo continues to provide the Safety Evening plan for the CAA. There is initial discussion on taking control of the now defunct CAA Safety Sense leaflets to update and republish them. This will need CAA agreement and some additional finance. LAA has suggested that this might be an opportunity for both the BMAA and LAA to ensure that the leaflets are relevant to our members and possibly branded.
- 8) Attended a run through of a proposed Airspace Infringement Awareness course proposed by the CAA to be taken by pilots who have infringed. The course as presented was not particularly good and the CAA are rethinking their approach.
- 9) **Training Committee.** I have assisted with the syllabus review which is nearing completion. I shall be presenting at the forthcoming Instructor Seminar. Attended and presented at the Instructor Seminar.
- 10) **BMAA publications.** Met with the editorial team and members of Pagefast to review our current publications. General agreement that when possible we would like to reinstate 4 pages of MF dropped when advertising income diminished. Advertising income now rising although a paper cost increase is imminent. Agreed to review at the end of the financial year. Ideas for more personalised content and increased technical input. TIM has been

CEO Report to Council Significant Activity to February 2017

reprinted with some changes. The schools and club listing is now dropped. Agreed that the next edition should include details of people and personalities that fly and include disabled opportunities. Images to be reviewed. Due to an increase in advertising the cost of the print run of 2,000 was covered leaving an excess of around £300.

- 11) **Membership rewards.** Aaron Bliss has proposed a reward scheme for BMAA members to recognise those who have held continued membership for set periods. Details are posted in the meeting dropbox.
- 12) **Staff.** Karen Judd has completed her training to allow her to process NPPL applications. CAA have not yet issued her approval. This is typical of the current CAA action times and I have raised our general concern with CAA productivity.
- 13) **Staff.** Pete Watson has retired. Following discussion with Rob Grimwood, Chair Staff SC, I will prepare a suggested responsibility specification for a replacement.

Geoff Weighell

BMAA Technical Office Report
Ben Syson, 25th January 2017

General

- Routine project workload is moderate (relatively high for time of year)
- P&M HypeR trike submission received. Breezer submission expected imminently.

Projects

- Sky Ranger Nynja VLA amateur-built (submitted 7 Dec 2011 / 8 Mar 2012 / 19 Jun 2012)
In flight-testing. First examples under construction.
- Sherwood Ranger Microlight type-approval (submitted early July 2015)
In progress. Engineering largely complete. Awaiting flight test reports.
- Esqual Microlight amateur-built and VLA amateur-built (submitted October 2015)
Design accepted in principle. First example under construction.
- Eurostar SL VLA amateur-built (submitted October 2015)
A slightly higher take-off weight version of the Eurostar SL Microlight. In progress.
- Sherwood Scout enlarged empennage (awaiting full submission)
Some progress made on this by TLAC early 2017.
- Pipistrel Virus SW 600kg amateur-built
Design accepted in principle. First example in flight test.
- Pipistrel Virus SW 472.5kg type-approval (CAA shadow)
- P&M HypeR trike (submitted January 2017)
Currently being assessed by Tech Office.
- Breezer (awaiting full submission).

Non-project work

The following tasks are completed or in progress:

- BCAR A8-1 oversight proposal
Pushing for another meeting with CAA.
- BCAR A8-1 review
This has gone quiet. However above task (A8-1 oversight) should give opportunity to change things.
- Check flying videos
Flylight has agreed to film and produce these. Hoping for progress in 2017.
- Hand-held radios
The CAA has clarified that radio equipment with an LA3 approval (i.e. hand-held radios) is only for use where a radio is not required. This means that they may not be used to transit Class D airspace, or to fly into airfields that require radio use! Taking this up with the CAA.

Airworthiness

- Savannah SB - lower nose-leg support bracket - issued.
- Investigation of trim tab failure on Savannah (electric trim) complete - confirmed likely to be 'one-off' problem. Savannah SB - pitch control system set up - in development.
- 1off Escapade SB - trim tab flutter - in development.
- Working with CAA and LAA in developing corrosion advice. This is reaching fruition.
- Assisting LSA and AAIB on investigation of accident to Eurostar G-GARB.

The following is with the CAA:

- Air Navigation (Environmental Standards for non-EASA Aircraft) Order – Noise. No recent progress. CAA has confirmed that this is scheduled for 2017.

**BMAA Council Report – Continued Airworthiness
FEBRUARY 2017**

Current & Completed Tasks

CoV's revalidated: 5

New PtF/CoV's: 1

Revoked PTF:

Modification processing / checking:

MAANs

AANs

AAIB Notifications:

- Notified accident alerts: 2
- Reports advised for publish: 1
- Official responses: 0
- Direct BMAA correspondence: 1 (G-CGVG continuing)

Technical Office Correspondence:

- Various and multiple email correspondence

Inspector Notices:

- New combining of TADS & MPDs

Inspector Defect Alerts & Notices:

- #65 Red Aviation – SB31 Inspection of inside of A-strut for cracking
- #64 EuroFOX – SB4 Checking of elevator trim cable assembly

Forum Posts:

A/C Notices:

- Suspensions:
 - o TFIX, CCOW, CEFZ
- Lifted suspensions:
 - o CHUX, MTKA

Inspectorate:

- Interest:
 - o Sean Bruton (email)
 - o Stuart Taylor (telephone/email)
 - o Keith Vernoum (email)
 - o Mark Sears (telephone/email)
 - o Roy Ingram (email)
 - o Deepak Mahajan (telephone/email)
 - o Perry Reid (telephone/email)
 - o Hal Colliver (telephone/email)
- Applications:
 - o Selby Potts
 - o Alan Jackson
 - o Faramarz Sayyah
 - o Franci Popit
 - o Stewart Ferguson
- Assessments:
 - o Roger Cornwell (awaiting applicant)
 - o Paul Hendry-Smith (awaiting applicant)
 - o James Milne (awaiting applicant)
 - o Richard Bird (awaiting applicant)
 - o Gordon McDill (awaiting applicant)

- o David Fairbrass (awaiting applicant)
 - o Stewart Ferguson (awaiting applicant)
 - o Doug Clark (awaiting applicant)
 - o Matthew Fox (awaiting applicant)
 - o Jonathan Porter Dec 2016
 - o Patricia Porter Dec 2016
 - o Keith Vernoum (awaiting applicant)
- New Inspectors:
 - o Humphrey Penny Aug 2016 PASS
- Upgrades:
 - o Mark Jackson & Mark Jones
- Audits:
 - o John Bradbury, Tim Gayton-Polley, Mark Jackson, Jim Cunliffe, Glynn Evans, Mark Jones
- Renewing:
 - o
- Outstanding renewals:
 - o One (Chris Pidler)
- Retiring:
 - o Ian Daniels
- Withdrawn/Suspended:
 - o

TADS/HADS Feedback Reporting:

- 1 new reports.
- 30 total.
- 18 different types.
- 5 different manufacturers.
- Tech Office currently corresponding with Thruster, YLAC, Red Aviation as well as P&M Aviation on new TADS issues. P&M Aviation currently working on updating all TADS. 6 P&M TADS have been completed and placed on the BMAA website. TLAC released their first TADS for the Sherwood Scout & Ascent Industries for the EuroFOX

The new TADS amendment sheet proposal was presented to the CAA. They like the idea however are looking to handover TADS management to the BMAA. So at the moment the project is on-hold pending this development.

Letters:

- Logbook certifications:
 - o
- Other letters:
 - o Letter to Charles Fuller reference Permit Inspection of MCCF – **this is still ongoing from previous report, Inspector has advised that this should be finished in March.**

Website:

- Various updates.
- Various inspector defect notes.
- Aircraft Modification Status Reports.

Aircraft & Airfield Surveys:

- Baxby Q4 2016
- Eshott Q1 2017

Misc:

- o Review of defect register conducted.
- o Attendance of CAA audit of Red Aviation
- o Draft of Corrosion TIL completed.
- o Database:

- MAAN Index entered into CiviCRM database
- Migration of all Inspector related letters and email templates progressing
- Organisation of Permit revalidation administration and recording
 - TPM updated.

Seminars – Completed/currently on being planned:

- **Jabiru:** 2200A inspection:
 - o Based at Southery airfield, conducted by Jabiruworkshop.com.
 - o One day.
 - o 6-10 per course @ £65 per head.
 - o Courses:
 - **2017 course to be discussed with Roger.**
- **EUROFOX:** Agreement to conduct a BMAA Inspector course to be held at EuroFox HQ in Kent on the 26th of July. 20 spaces available. – **COMPLETE – Intending to run another in 2017**
- **LSA:** Agreement to contact a BMAA Inspector course early October 2016, they are about to advise a date. - **COMPLETE – Intending to run another in 2017**

Aircraft:

- **Shadow:** Discussed with Adrian Jones about running some form of seminar at the BMAA SDR Rally on Shadows.
- **C42:** Malcolm Stewart has been asked by Comco to implement the English speaking technical course for all their worldwide agents. Therefore he is keen to run a C42 seminar. **UPDATE: Red Aviation is now approved so this can proceed again – this was discussed again following the completion of the LSA/Eurostar Seminar.**
- **Airmasters/Dynamic:** as YLAC's approval is currently suspended and likely to be revoked – contacting Airmasters to see if they would consider doing an informative day given their experience of the type. Also they are keen to do some sort of basic A/C Ownership & Basic Maintenance & possibly a Rigging/de-rigging seminar for wings, see future projects.
- **TLAC:** To be approached about conducting a course on the Scout with an introduction to the Ranger.
- **Rotax: 912 Inspection course. UPDATE: 5-12-16 this course is currently on hold.** Discussed with Conrad of Conair Sports and he has confirmed that currently he is not in a position to offer the proposed course. There might be an opportunity for the BMAA to obtain his collection of defective parts (or some of them). I will start to look for another individual who might be able to provide this course.
 - o Joint input from candidate & BMAA.
 - o Provisional content generated.
 - o One day / 6-8 per course / £25-30 per head.
 - o Host and location to be found.

BMAA membership courses

Discussed different courses with Chris Copple of Mainair Microlights, he suggested conducting a small survey to get a feel for topics as well as suggesting the following:

- o Flying Abroad
- o Check Flying

Already working on:

- o Flexwing rigging course
 - First to be run at Wolverhampton with the assistance of Hadair
 - Two different aircraft to be used
 - Aimed at novice and experienced pilots alike
 - Discounted for members
- o Basic engine course & practical/assembly based activities:
 - Lock wiring
 - Swaging cables
 - Crimping wires

- Peening
- Fasteners and fittings (Nylocs, tab washers, Nord washers, castellated nuts)
- Torque settings and tightening structures
- Split pins
- Cable and hose routing and fixing (stand-offs)
- Finishing methods (anodising, powder coating, painting, lacquering, etc)
- Sail cloth, stitching and coverings
- Discounted for members

Senior Inspector Audit Course – planned for 2017 – will be mentioned with the renewals, looking at geographical spread of SI in order to establish suitable venue/s

2017 Inspector Renewals

Future Tasks

Pocket book SIGMA

- o Very light copy of SIGMA listing the critical elements of the system.
- o Quick reference guide for Inspectors and members alike.

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