

SOCIETY OF MODEL AERONAUTICAL ENGINEERS LTD

(T/A British Model Flying Association)

TO ALL FULL COUNCIL MEMBERS

There will be an online Meeting of the Full Council on Saturday 8th January 2022
at **11.00 am**

*Instructions for logging-in to the meeting via Zoom will be distributed in due course.
All reports to the Meeting should be emailed to the Office Manager and posted to the
Council on-line Forum as soon as possible and no later than
Monday 3rd January 2022.*

A G E N D A

- 1 Apologies for Absence.
- 2 Request for permission to be absent.
- 3 To formally receive the following delegates:
 - a The RNMAA Delegate
- 4 To formally receive the Area Delegates to Council.~
- 5 To verify the voting strength of the meeting.
- 6 To co-opt Technical Committee Representatives to Council.~
- 7 To verify the voting strength of the meeting.
- 8 To:~
 - a Note names of the Technical Committee Chairmen.
 - b Ratify Alternate FAI Delegate.
 - c Ratify the BMFA Delegates to other organisations.
 - d Ratify Council appointed sub-committees.
 - e Ratify Council appointed posts.
 - f Ratify appointment of a Deputy Archivist. (Doug Hunt)
- 9 ASRC:
 - a If necessary, the election of members to fill ASRC vacancies. (Ref: ASRC ToR item (c))
*(If a ballot is required, then CVs will be circulated to the Area Delegates to Council after the December deadline for receipt of applications. Voting by Area Delegates will take place on the morning of the January Full Council meeting.) – **No Ballot required.***
 - b If necessary, the co-option of the ASRC Delegate to Council (if a Council Member is not already a member of the ASRC). (Ref: ASRC ToR item (a)) – **No co-option necessary.**
 - c Election of the RC Power AS Controller. (Ref: ASRC ToR item (h) (ii) (Duncan McClure)

- 10 Correction and Adoption of the Minutes of the Full Council Meeting held on 18th September 2021.
- 11 Matters/Actions Arising from the meeting on 18th September 2021 that are not included elsewhere on this Agenda.
- 12 Strategic and Topical Matters:
 - a Strategic Review
 - b BMFA Centenary
- 13 To receive a report from the Honorary Treasurer to include the following proposal:
 - a That this Council authorise capital expenditure of £9000 for the purchase of strong BMFA branded gazebos for use by Areas at their events. By implication this proposal also includes the appended guidelines for use. (Full proposal (*Agenda Item 13a*))
- 14 Confirmation of the status of SAA and LMA insurance. (Ref General Rule 2.1.6 Entry to Competitions.)
- 15 To receive a report from the Chairman.
- 16 To receive a report from the CEO to include:
 - a Article 16 Authorisation
 - b National Centre Update
 - c Computer Sub-Committee report
- 17 To receive a report from the Vice-Chairman to include:
 - a Summary of reportable incidents and report from the Safety Review Committee.
- 18 To receive a report from the Honorary Secretary to include the following proposal:
 - a The Members Director & Chief Executive – Consequential changes to the Council Handbook following the 2021 AGM Special Resolution to appoint the Chief Executive as a voting member of the Board and to add a new Director to the Board 'Members Director'. (*Full proposal attached separately with the circulation of this Agenda*).
- 19 To receive a report from the Technical Secretary.
- 20 To receive a report from the Competition Secretary.
- 21 To receive a report from the Records Officer.
- 22 To receive a report from the FAI Delegate.
- 23 To receive a report from the Achievement Scheme Review Committee.
- 24 To receive a report from the PR Consultant.
- 25 To receive a proposal from any other source – *There are no proposals*.

- 26 To receive any reports from the following Delegates (reports should be brief, preferably in writing and in advance).
- a Royal Aero Club (RAeC)
 - b General Aviation Safety Council (GASCo)
 - c Air Prox
 - d Sport & Recreation Alliance
 - e General Aviation Awareness Council (GAAC)
 - f General Aviation Alliance (GAA)
 - g European Model Flying Union (EMFU)
- 27 To receive any reports from the following Committees and personnel (reports should be brief, preferably in writing and in advance):
- a CAA Team
 - b Club Support Officer
 - c Education Working Group
 - d Payload Challenge
 - e BMFA News Publishers
 - f BMFA Archivist
- 28 Any Other Business.
- Please note: Items for Any Other Business should be sent or handed to the Office Manager in writing before the meeting commences. This will be strictly enforced. Any questions to be asked under AOB that require detailed answers should be previously advised to the Office Manager to allow preparation of replies.*
- 29 Date of next meeting.

Linda Harding
Office Manager
21st December 2021

Circulation: All Council Members

Note: Provisional Minutes will be circulated no later than 21 days after the Council Meeting and will be published on the website within three working days of the Minutes being available.

~ Refer to the booklet “Information for the January Agenda”

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PROPOSAL FORM

Please use **BLOCK LETTERS** for handwritten proposals.

Indicate the appropriate Council Agenda: **FULL / AREAS / TECHNICAL** (delete those which are inapplicable).

Proposals must reach the Chief Executive no later than the Monday, 26 days prior to the Council Meeting.

Use a separate sheet for long proposals or reasons and attach to this form. Refer to the notes on page 2 regarding the conditions for submitting proposals.

PROPOSAL:

It is proposed that this Council authorise capital expenditure of £9,000 for the purchase of strong BMFA branded gazebos for use by Areas at their events. By implication this proposal also includes the attached guidelines for use.

REASON:

When Areas run or take part events, especially public events but also achievement scheme workshops, contests and fly-ins, it is desirable to present a professional image of both the Area and the BMFA. This is particularly important as we enter our centenary year with the expectation of more such events.

Whilst one Gazebo per Area was considered, we felt that some would not be used and Areas may have difficulties finding local volunteers able to store them. Initially, purchase of five should allow them to be distributed and stored around the Country making them reasonably available for use without excessive transport requirements to collect and return. If they are found to be in demand then a further proposal can be agreed by Council for additional Gazebos.

The BDF branded Gazebo purchased in 2021 cost £1663 including VAT. It is hoped that a discount can be agreed for a multiple purchase. The additional amount included in this proposal will allow for purchase of storage boxes, heavy duty tent pegs, lump hammers and ratchet straps needed for operation.

ELECTED OFFICERS/COUNCIL MEMBER

Proposed by: Keith Lomax FSMAE Post: Honorary Treasurer Signature of Officer/Council Member:
Date: **9th December 2021** *(Only sign if not submitted electronically)*

TECHNICAL COMMITTEES OR THE ACHIEVEMENT SCHEME REVIEW COMMITTEE (ASRC)

Proposed by: Technical Committee / ASRC (delete as appropriate)
Date of Meeting: Voting Results: For: Against: Abstentions:
Date: Signature of Committee Secretary / ASRC Council Member:
(Only sign if not submitted electronically)

AREA COMMITTEES

Proposed by: Club: Signature of Club Delegate:
Seconded by: Club: Signature of Club Delegate:
(Only sign if not submitted electronically)
Date of Meeting: Voting Results: For: Against: Abstentions:
Date: Area:

Cont/...

.../Cont Proposal from Honorary Treasurer

Proposed Guidelines for Area Gazebos

1. Gazebos remain the property of BMFA and not the Areas.
2. Volunteers will be sought to store the Gazebos spread around the country to allow use by all Areas with minimal travel requirements for collection and return.
3. The Office will manage a central booking system to ensure fairness (such that the Area storing each Gazebo does not get exclusive or priority use).
4. Bookings will be managed on a first-come first-served basis. Where booking conflicts occur the Office will try to make arrangements for use of the next nearest Gazebo.
5. Areas using the Gazebos will be responsible for collection and return to the agreed storage place, including making arrangements with the person storing the Gazebo. Mileage allowance at the appropriate BMFA rate can be claimed against the relevant event or Area budget. Due to the size and weight it is unlikely that use of couriers will be practical or affordable.

Any damage or missing parts should be promptly reported to the Office to allow for repairs or replacement.

AGENDA ITEM 18a)

(Full proposal attached separately with the circulation of this Agenda).

The Members Director & Chief Executive – Consequential changes to the Council Handbook following the 2021 AGM Special Resolution to appoint the Chief Executive as a voting member of the Board and to add a new Director to the Board 'Members Director'.