



Minutes of BCA Council Meeting held on Saturday 5th June 2010 at Alvechurch Church Hall, Alvechurch

Present:

Andy Eavis (AE)	BCA Chairman / BCA UIS Rep.
David Cooke (DC)	BCA Treasurer / Cave Registry Sec
Damian Weare (DW)	BCA Secretary / Handbook Editor
David Judson (DJu)	BCA Legal & Insurance Officer
Les Williams (LW)	BCA Publications & Information Officer / BCA Webmaster
Nick Williams (NW)	BCA Insurance Manager / Equipment & Techniques Officer
Glenn Jones (GJ)	BCA Membership Administrator / CNCC Rep.
Mike Clayton (MC)	BCA Handbook Editor
Jenny Potts (JP)	BCA Publication Sales / DCA Rep.
James Collings (JC)	BCA Youth & Development Officer
Clark Friend (CF)	BCA Radon-Working Party Co-ordinator
Emma Porter (EP)	Individual Member Rep / BCRC Rep
Mick Day (MD)	Individual Member Rep
Boyd Potts (BP)	Club Rep.: Orpheus Caving Club
Charles Milton (CM)	Club Rep.: Combined Services Caving Association
Mark Williams (MW)	CSCC Rep.
Dave Checkley (DCh)	BCRA Rep.

The meeting commenced at 10:40am.

1. Chairman's Welcome

AE welcomed members to this Council Meeting.

2. Apologies for absence

Apologies were received from: Steve Holding, Ged Champion, Bob Mehew, Elsie Little, Mike McCombe, David Jean, Faye Litherland, Owen Clarke, Bernie Woodley, Alan Finch, Graham Mollard, Idris Williams and Chris Jewell.

3. Applications for Club Membership

GJ reported an application with correct paperwork and payment from the North York Moors Caving Club.

Proposal: *to accept the North York Moors Caving Club as a Member Club*

Prop: GJ, Sec: BP *agreed unanimously*

4. Minutes of the last Council Meeting on 20th March 2010 (previously circulated)

AE: Graham Mollard is missing from the attendance list.

NW: Should there be a Minute about funding the CHECC Training Event with Mark Wright?

DW: This was actually discussed at the AGM, rather than the Council Meeting that followed, and is minuted there.

NW: For Council's information the event ultimately needed only £150, rather than the allocated £400.

Proposal: *to accept the Minutes from 20th March 2010 as a true record*

Prop: JP, Sec: CM *agreed unanimously*

5. Matters Arising for the Minutes of the last Council Meeting

LW: Should Training Committee look at the allocation of Recreational Training Funds for events run by non CICs?

DW: Has looked hard and cannot actually find anything that says they must be. **Action 37: DW to liaise with GM to determine current situation.**

Review of Action Log

Action Log 1: DC: Completed. This will be covered under the Treasurer's Report.

Action Log 6: DC: AE and DW need to go to the bank again.

Action Log 11: DW: Completed

Action Log 18: JP: There is a possibility that there is a buyer for the PA system. If not able to sell it, it will

- be passed to Nick.
- Action Log 20: AE: Other than informal discussions, this has not moved on yet. Ongoing
- Action Log 24: CM: Policy & advice documents have been passed on. CF is now interested in the previous 10 years of dose data. CM is working on this. **Action 38: CM to continue to liaise with CF over previous 10 years of military radon-dose data.**
- NW: Has been asked by Sports Financial Services about whether there is data on radon and problems associated with it.
- CF: When he tried to speak to the Epidemiologists about this, he was told there were not sufficient cases to produce viable data. **Action 39: CF to pass information suitable for SFS to NW.**
- AE: Have you had any contact with International Show Cave guidelines on this?
- CF: Yes, we have had meetings together in the past.
- Action Log 28: CJ: see Media-Liaison officer's report.
- Action Log 29: CJ: Ongoing
- Action Log 30: DW: Advert to be included in next Newsletter & *Descent*, as well as BCA and UkCaving Forums. DJu: Can he be included in this?
- Action Log 31: JP: Bookings done for Alvechurch Hall, but there may be an issue in using the BCL in October because of re-organisation. **Action 40: JP to arrange a suitable venue for October Council Meeting should the BCL be unavailable.**
- Action Log 32: EL: Done
- Action Log 33: AE: Done – Entre-Prises will pay for maintenance and AE has signed various documents.
- Action Log 34: CJ: Ongoing
- Action Log 35: DW: Organised - details as per written report. Ongoing.
- Action Log 36: DW: Ongoing

Officers' Reports

6. Chairman's Report (*written report previously circulated*)

Proposal: *to accept the Chairman's Report*

Prop: LW Sec: GJ *agreed unanimously*

7. Secretary's Report (*written report previously circulated*)

7.1 Postal Ballot

DW: Vast efforts have been put in by GJ on reformatting the entire CIM database so that the addresses given by Clubs are actually in a usable format. This has taken over 20 hours and there are numerous CIMs who have no usable address, in which case GJ has used the club contact address.

GJ: This should now be sorted and will be much improved for the renewal system next year, as clubs now have a template on how to do it.

LW: If a Club does not provide the appropriate data, surely we should refuse to allow them CIM membership? The onus is on the Clubs to provide the data, as it is their responsibility to do the admin for us.

JP: Is there also an insurance issue with insufficient data being provided to establish the identity of an insured person?

NW: This is not a major issue.

7.3 Calendar:

DC: The calendar is actually used by other sites too, so it is important it is as complete as possible.

7.4 British Caving Library Rep:

DW: DC has advised that we ought to be appointing our own Rep to the British Caving Library Steering Group and didn't do so at the March Council Meeting.

JP: The obvious choice seems to be DC, as he is Treasurer and pays the money to the BCL.

DC: Not really able to attend the meetings, but happy to be receive the associated Minutes on behalf of Council.

Action 41: DW to formally advise BCL Steering Group of DC's role and to add BCL Rep. to our list of annually-appointed people.

Proposal: *to accept the Secretary's Report*

Prop: LW Sec: GJ *agreed unanimously*

8. Treasurer's Report (*written report circulated*)

8.1 Audited Accounts for 2009

DC: Essentially the audited accounts are very similar to the set given at the AGM, but ultimately the surplus is over £1k higher than the figure given at the AGM. The majority of this is the money that goes between BCA and BCRA, such as subscriptions and other cross-charging. On the Balance Sheet the Insurance Sink Fund now shows £52k to reflect our rules about holding sufficient money to cover two claims and a year's premium. We also have reserves in the General Reserve of one year's turnover less the Insurance Premium. This places our reserves at the desired level.

LW: There is a substantial difference between last year's surplus and this year's. Have we already covered the reasons for this? Is this something that should concern us, or not?

DC: £7.5k is the one-off exceptional item that we took in the 2008 accounts. The rest is largely accounted for by the £5k to the Library. Our membership is down slightly, but does not appear to be anything to worry about.

AE: Well done and many thanks on a job well done.

Proposal: *to approve the 2009 audited Accounts*

Prop: LW Sec: JP *agreed unanimously*

Action 42: DC to put the audited accounts up onto the website.

Proposal: *to accept the Treasurer's Report*

Prop: LW Sec: GJ *agreed unanimously*

9. Conservation & Access Officer's Report

DC: Had a conversation with EL who reports that everything is progressing as it should.

10. Equipment & Techniques Officer's Report *(written report previously circulated)*

AE: How many anchors have been placed in total since the scheme began?

GJ: At least 5,000.

NW: A principle was agreed that Les Sykes be able to claim a fee for a day's work (which he would have been able to spend earning as a CIC). This now also applies to GJ and Bob Dearman, as they are now also approved trainers. The issue is that Council needs to approve these payments, as there are constitutional issues as outlined in my Report. My view is that we should not seek to reclaim money previously claimed.

GJ: The payments have been claimed in good faith following the agreement of E&T Committee and come from the anchor-revalidation budget. There were large numbers of people that needed training and it was more efficient to send one person to Devon than for 11 people to come up North. GJ was trained on that basis.

NW: Maybe we should be advertising any paid roles.

LW: Concerned that we appear to be professionalizing this aspect of E&T, as it will not sit well with CSCC grass-roots membership. It will now appear that the reason IPTD is being withheld is that it will ensure certain individuals can claim an exclusive right to be paid.

DCh: The issue with Constitutional Issues is not the expenses, but rather the fee for services. Is this correct?

AE: Should we pass this back to E&T for them to propose a solution?

NW: The Constitutional issue can be dealt with now, and it requires a motion from Council for GJ to be receiving a fee.

DC: It goes deeper than the Constitution and is about volunteering. If a section of any organisation starts paying itself, then this principle could easily spread to other areas.

AE: Is there a precedent in Training Committee?

NW: Their fee comes from money paid by the people who are being trained.

LW: It has taken a very long time for the caving community to accept the professional side of caving in Training. A similar move in anchor placing could well take a similar length of time.

JP: With regard to the TC, the people who train the trainers are paid and the E&T committee is working on a similar basis. It is reasonable to pay someone for something that involves training volunteers.

NW: Training generates its own income. The people who are being paid maybe should not be in the position to decide on their own remuneration.

AE: Would like to discuss it further and then leave the overall principle to be dealt with during the work on the Manual of Operations.

JC: Were I to employ a CIC, I would pay him, but I would not then expect to pay him for travel etc.

DW: LCMLA and CIC T/As are paid a flat fee for revalidations and there are no additional expenses payable.

CF: We assume this does not happen every day and can also assume that the trainers do not work every day, and could be doing this in their spare time. This could be seen by some as a nice little earner on the side. CF is not happy with this.

AE: Should we resolve the issue with CSCC and bolting first?

NW: This is not relevant. It is the professionalisation of caving that will cause an issue among the membership.

GJ: This fee was factored into the budget for revalidation. Les Sykes assessed GJ using his professional Assessment in

Industry qualification. GJ was previously unaware of fees, but has claimed mileage and £125 for his work. He took the money for two nights' accommodation out of his fee. Nobody thought about the Constitution when the fees were agreed.

NW: GJ is different from the other people in that we can choose to pay GJ.

GJ: In future GJ will not claim this fee and suggests that the general principle is revisited at the next meeting of E&T.

Proposal: ***Council accepts that claims made in respect of Anchor Placement training fees in the past were made in good faith and we do not seek to reclaim these.***

Prop: NW Sec: LW agreed unanimously

Proposal: ***Council recognises that the training fee as currently proposed by E&T is unconstitutional and requests E&T review its procedure to ensure the scheme can go ahead within the requirements of the Constitution.***

Prop: NW Sec: LW agreed unanimously

DC: One possible way forward is to ensure there is an Assessor in each region.

a. Rope-Test Officer's Report

Proposal: ***to accept Equipment & Techniques Officer's Report***

Prop: LW Sec: BP agreed unanimously

11. Training Officer's Report (report previously circulated)

Proposal: ***to accept Training Officer's Report***

Prop: JP Sec: DC agreed unanimously

12. Publications & Information Report

LW: Need to call a P&I meeting, which will take place somewhere soon, in order to firm up the relationship between BCA and BCRA. The Speleology Sub-Committee needs dealing with by LW, NW and AE. It is concerning that there is another article in *Descent* about radon, but the booklet is still not published.

CF: The issue is with the way some calculations have been done. They have been done according to the Health Protection Agency's (HPA) methods and follow the way they process all of the data for the UK. CF is perfectly happy that we stand with the HPA advice and publish on this basis.

LW: We do not have a current document about radon and it is important that there is something. It is also important that we are certain about our advice.

MD: All we need is a footnote stating that this is based on HPA calculations and some people may disagree with this.

NW: Are we sure the calculations themselves are correct following the HPA guidelines?

CF: The calculations have been done together with the HPA and they say that in the UK we should use HPA calculations.

GJ: What effect would it have if we used the European calculation method?

CF: has not done the calculations this way and doesn't know.

LW: With the appropriate disclaimers, surely we can just go ahead.

CF: Had hoped that the situation would resolve itself, since the data can be recalculated by anyone who would like to.

NW: Is the outcome of doing the calculation by the two different routes likely to affect whether we choose to go caving or not? If not, we should move on. If there is, then we should stick in a caveat in the booklet.

CF: There is not likely to be a large difference.

DCh: Will the raw data be published?

CF: No.

DCh: Could we put an alternative example calculation using the European standard as an appendix?

Action 43: CF to contact BM and determine a way forward.

Proposal: ***Council wishes that any publication on radon shall be done using the British (HPA) method for calculating the standard of risk.***

Prop: NW Sec: LW agreed with 1 abstention

a. Webmaster's Report

LW: Web Services are ticking on. We have a volunteer to help us, but a meeting is needed first to bring him up to speed.

Raising invoices is also a chore but DC has installed some bookkeeping software (phpCOIN) to help.

b. Newsletter Editor's Report (written report previously circulated)

MC: Newsletter 13 is due to be put to LW for proofing by Friday. Any last-minute items are needed by tomorrow.

c. Handbook Editor's Report (*written report previously circulated*)

AE: Thanks for DW for completing an onerous task.

Proposal: **to accept Publications & Information Officer's Report.**

Prop: DW Sec: AE *agreed unanimously*

13. Legal & Insurance Report

DJu: BM has been helping with Child Protection and there is broad agreement with each other.

NW: Believes there is a genuine chance that the legislation will be altered in the next few months. As such suggests we do not rush into anything.

Proposal: **to accept Legal & Insurance Officer's Report.**

Prop: BP Sec: GJ *agreed unanimously*

Other Reports

14. Youth & Development

JC: Has been looking at the website to try to move it to the next version of Joomla and transfer it to the new BCA server, but has only just taken over and will have more to report at the next meeting.

Proposal: **to accept Youth & Development Officer's Report.**

Prop: LW Sec: DCh *agreed unanimously*

15. Membership Administrator's Report (*written report previously circulated*)

GJ: Numbers stay approximately the same each year but there is obviously a big turnover of members from year to year.

EP: Are there many submissions at the end of the year of temporary members' details, as per FAQs on the website?

GJ: The procedure has changed and the records can be kept, either by the caving club or by GJ.

JC: If the data on membership numbers over time is passed to me, I will attempt to analyse it. **Action 44: JC to analyse membership data to try to find patterns.**

NW: The most interesting aspect is probably why so few of our members choose to become BCRA members.

Proposal: **to accept Membership Administrator's Report.**

Prop: NW Sec: CF *agreed unanimously*

16. Insurance Manager's Report (*written report previously circulated*)

NW: We need to focus on what we need to try to recover from SUI. According to our underwriter they cannot sell a policy for non-UK residents according to EU law. It must come from their Irish subsidiary and they charge us for the administrative costs of this. The £2k bill landed on us with no notice last year and was reduced on this basis by BCA Executive to £500. However, it will rise to £2k in future.

LW: What does this bring us in terms of income?

NW: About £750, so we are indirectly subsidising their cover.

GJ: The majority of the SUI membership take cover as a non-caver, on the basis that they are covered under the FFS Scheme.

LW: The FFS scheme is a personal accident and travel cover with some crossover, but really they are two different schemes.

NW: Does not know whether SUI would be willing to pay £2k if they were asked to.

DJu: Thinks it is time SUI were asked to pay.

CF: Presumably the insurance contribution we pay covers what we need to pay. They should pay the correct amount for their cover.

DC: Historically they have been part of our scheme and this seems a little hard-nosed.

AE: Either they should drop the FFS scheme and come with us, or they pay the price and stay with both.

Proposal: **Council wishes that the Scheme be self-financing and SUI should not be subsidized.**

Prop: CF Sec: DJu *Agreed with 14vote for & 2 abstentions*

JP: Is it likely that all insurance premiums will be affected in the future by the Icelandic volcano and the BP incident?

NW: No.

Proposal: **to accept Insurance Manager's Report.**

Prop: JP Sec: LW *agreed unanimously*

17. Radon Working Party Convenor's Report

CF: Another article on Llangattock has appeared in *Descent*. In view of the discussions we have had today, CF considers he should maybe have reconvened his Working Party to revise his radon document rather than simply do it himself.

Proposal: *to accept Radon Working Party Convenor's Report*.

Prop: LW Sec: MW *agreed unanimously*

18. Cave Registry Co-ordinator's Report (written report circulated)

DC: Has set up some software that will act as a depository for Cave-Survey data. Should someone else have a use for an archive, then there is no reason this cannot be transferred to other applications too.

LW: Will it deal with image files?

DC: Yes

Proposal: *to accept Cave Registry Co-ordinator's Report*

Prop: BP Sec: MW *agreed unanimously*

19. International Representative's Report (written report previously circulated)

a. FSE Report (written report previously circulated)

LW: What does "encouragement" mean in terms of a 2016 Euro-Speleo Conference?

AE: Almost certainly that we will be hosting it but it is worth speaking to Ged Campion and getting the feeling of the meeting.

LW: This needs to become a standard item on the Agenda and there needs to be a sub-committee set up soon to deal with it.

DJu: Could we have a gut-feeling from people who attended the Vercors in 2008 as to how much is involved?

AE: There could be between 2,000 and 2,500 people attending.

Action 45: LW to liaise with GC and return to the next meeting with further plans.

Proposal: *to accept International Representatives' Reports*

Prop: JP Sec: GJ *agreed unanimously*

20. Media-Liaison Officer's Report

LW: We are trying to give Chris his own space on the website, but are having minor technical issues. These should be resolved shortly. Action 46: LW to try to resolve issues with setting up the Media-Section of website.

Proposal: *to accept Media-Liaison Officer's Report*

Prop: DW Sec: AE *agreed unanimously*

21. British Caving Library Report (written report previously circulated)

JP: The new shelving will cost a small amount but the rest has been donated. Plans are afoot to deal with the move from Matlock. There will be an additional 3-4m per year of shelf space expansion needed in the future. There are a number of volunteers available to shift and lift.

DJu: Has there been a thorough check of the electrical system to guard against fire?

JP: We will check to ensure it has been done. There has been an annual fire-extinguisher inspection. There is also a fire alarm.

AE: The only sure way is to digitise everything.

LW: Does the contract say anything about the responsibilities of the landlord?

NW: There is no contract.

EP: Are we asking people to provide magazines in a digital format to save time in the future?

NW: The British Library has a project to archive websites and it may be possible to ask them to do this for you.

Proposal: *to accept British Caving Library Report*

Prop: DCh Sec: DC *agreed unanimously*

22. Any Other Business

AE: DW and AE are going to look at the structure of BCA mid-July onwards and will report back to each Council meeting as it goes forward.

CF: There are a number of University Clubs that are not members of the BCA Scheme. Does this bother us?

JC: Part of the reason is that the BCA year runs from January and this is awkward.

GJ: As a follow up to the last meeting's comments about Ghar Parau, GJ has still had no follow-up six months on.

- JP: DCA is putting on a session again at CliffHanger this year at the start of July. We have at last found a publisher for *Caves of the Peak District* and it is on its way.
- DCh: All the Natural England people who deal with SSSIs are getting together in September and have asked DCh to go along and tell them how they can help us. Please pass any information to DCh that he can pass on.
- JP: Suggests DCh speaks to Dave Webb.
- DC: Perhaps they could put pressure on the Police to enforce SSSI legislation.
- EP: Ideas for presentations at Hidden Earth to EP please.

23. Date, Time & Place of next meeting

The next Council Meeting will be held on Saturday, 2nd October 2010 at 10.30am at The British Caving Library or, if not possible, Alvechurch Baptist Hall, Alvechurch.

Meeting ended: 14:30

Action Log – June 2010

No.	Action by ...	Details of Action
6	DC	Update Bank Mandates.
18	JP	To pass public-address system to NW for storage. Update 05/06/10: JP to either sell system or pass to NW.
20	LW, NW & AE	To set up sub committee to consider expenditure on <i>Speleology</i> .
24	CM	To pass info from MoD Radiological Department to CF.
29	CJ	To contact Gavin Newman about stock media footage of caving.
34	CJ	To contact organiser of “Thrill Seeker” and ask for weblink to be changed to Try Caving website.
35	DW	To organise postal ballot of members re: Constitutional Amendments
36	DW	To put together a Manual of Operations
37	DW	To liaise with GM to determine current situation with Recreational Caver Training Grants and CICs.
38	CM	To continue to liaise with CF over previous 10 years of military radon-dose data.
39	CF	To pass information on radon risk suitable for Sports Financial Services to NW.
40	JP	To arrange suitable venue for October Council Meeting, should the BCL be unavailable.
41	DW	To formally advise BCL Steering Group of DC’s role as BCA Rep. and to add BCL Rep. to our list of annually-appointed people
42	DC	To upload 2009 Audited Accounts to BCA website.
43	CF	To contact BM and determine a way forward in publishing the Radon booklet.
44	JC	To analyse membership data over the last few years and try to find a pattern.
45	LW	To liaise with GC and return to the next meeting with further plans for 2016.
46	LW	To try to resolve issues with setting up the media-section of the website.



BRITISH CAVING ASSOCIATION

Council Meeting, 5th June 2010

OFFICERS' REPORTS

Item 6: Chairman's Report

This report will be very short since I've only very recently returned from an expedition to Mulu. Generally it would seem that things are progressing in a satisfactory direction. There is a challenge for the future, to make sure that a number of retiring Council Members are suitably replaced.

The court case over the fatality in Manchester Hole has been concluded and it would seem a sensible result came out of it. There could possibly be complaints about gross expenditure and tax payers' money. I may well have more to say about this in my next report, when I have had better chance to catch up with the facts.

The expedition season is starting and I personally look forward to hearing the results of a number of exciting trips over the next few months.

Andy Eavis, June 2010

Item 7: Secretary's Report

Postal Ballot: Arrangements for the ballot of all members on amending our constitution are nearly complete. This will go out together with the next newsletter around the start of July with a deadline for returns of 1st August. As the newsletter will be sent to something over 6,000 members, we have worked hard to ensure it contains some useful and interesting content, as well as several adverts for CIMs to upgrade their membership to a CIM+. It is hoped that this will increase the number of people who contribute financially to our publications.

Website Calendar: The website calendar appears to be almost unused by Council and is starting to look a bit embarrassing. I confess that I am just as much to blame as anyone else, not having realised that it was one of my jobs. I have added several events in the last week, but there are still plenty missing. Could we all please have a push on this in the coming weeks? In order to update it, it is only necessary to login to the BCA site and click on "Site Administration" then "Calendar Admin" in the bottom left-hand corner of the website. What follows is fairly simple, but if Officers would rather, they can e-mail me details of events and I will happily upload them myself.

Manual of Operations: Work is due to begin on this shortly. Initially it will take the form of detailed discussions among BCA Executive and will then gradually move downwards through the organisation. It is intended that this will be completed via a Wiki, that Cookie has kindly agreed to set up for me. I will doubtless be pestering many of Council for input at some point between now and Christmas.

Damian Weare, June 2010

Item 8: Treasurer's Report

The accounts are now audited and available to this meeting (Appendix 1). My thanks go to Jane McCorquodale. There are some small changes from the figures I presented to the AGM resulting in overall surplus for the year (£23,749) being £1,058 higher than I reported then. On the Balance Sheet I have adjusted the Sinking Fund as per our policy and revised the stock figure. It is worth noting that our aim of having one year's turnover less one insurance premium in our General Reserve has now been met.

I have decided that there is no point in trying to persuade the taxman that Training Services should not be taxed when it made a surplus of £4,580, somewhat undermining our argument that it is run to breakeven. If we decide to employ a Training Advisor the situation will change and would be worth revisiting at that time.

I would like to remind Officers that there are two expenses forms available on the website, one for meetings and one for individual claims. Can you please take care to use the appropriate form? Thank you.

Dave Cooke, June 2010

Item 9: Conservation & Access Officer's Report

No report submitted.

Elsie Little, June 2010

Item 10: Equipment & Techniques Officer's Report

Anchor Scheme Administration: The day to day administration of the anchor scheme is now being managed by the BCA Membership Administrator

- managing the stocks of anchors
- primary point of contact for ordering resin and other consumables
- deal with simple administrative and technical queries arising from outside the E+T Committee
- organising training and re-validation for installers
- manage spreadsheet of accredited installers
- issue cards to accredited installers
- collate and distribute course documentation

Anchor Scheme Highlights: A number of training courses have been arranged so far this year. The number of accredited installers by Regional Council are:

- CCC: 1
- CNCC: 11 (plus a further 4 following a course on June 12th)
- DCA: 5
- DCUC: 8

Anchor/Resin Stock and Project status: Currently there are 82 PECO anchors in stock and we are waiting delivery of a further 1,000. We have just taken delivery of 12 packs of resin, 6 of which are already allocated to projects. Many projects in the CNCC region that were put on hold when the supply of ECO anchors ran out are now up and running again.

Meeting & Payments: A meeting is scheduled for 17 July. Prior to this, Council needs to agree whether or not payments should be made to anchor placement trainers. Persons currently approved for this task are Glenn Jones and Les Sykes of CNCC and Bob Dearman of DCA. E+T Committee have previously agreed a fee of GBP 125 payable to the trainer, plus mileage at the BCA volunteer rate. Since the trainer fee is not re-imbursment of out-of-pocket expenses and is payable to persons who are directly involved in one of the Association's committees, constitutionally these payments need to be agreed by Council, if indeed they are permitted at all. The relevant clauses of the constitution are as follows:

"10.3 No Council Member shall receive payment in respect of work undertaken for the Association excepting in the case where expenses incurred by individuals on behalf of the Association are reimbursed.

10.4 Sub Section 10.3 shall not apply when the terms of such payment have been previously agreed by the National Council of the Association.

10.5 No person shall be entitled to vote at any meeting of the Association on a topic related to that for which they are being remunerated, except in such cases where payments are made solely to cover out of pocket expenses."

If Council decides not to approve these payments it will need to decide whether or not it should seek to recover any payments already made.

Nick Williams, June 2010

a) Rope Test Officer's Report

Nothing to report.

Bob Mehew, June 2010

Item 11: Training Officer's Report

Report written by Damian Weare following a phone conversation with Graham Mollard:

Trainer-Assessor Suspensions: GM has reluctantly had to suspend 4 T/As until January 2011. This follows warnings that have gone unheeded.

Training Committee: GM feels Training Committee needs reorganising to be more effective. He will liaise with DW and AE as part of their work on the Manual of Operations.

Training CDs: Most of the new CDs have now been sent out.

Petty-Cash for Training Administrator: GM has asked DC to allow the Training Administrator to have a petty-cash float of something in the order of £100. Currently she is having to use her own money and wait for reimbursement. While this may be appropriate for volunteer Officers, GM does not feel it is for a paid employee.

Manchester Hole Case: North Yorkshire County Council has been found not guilty in the Manchester Hole case. There is still the possibility of a civil case being brought by the victim's parents.

Parity of SUI Qualifications: GM had a meeting with the SUI and in principle they have agreed equivalents to our LCMLA Levels 1 and 2. This means our qualifications are valid in Ireland and vice-versa. LCMLA-qualified people simply need to add the caves to their list of approved sites.

Registrations: Numbers of people joining the various Schemes are similar to last year.

The Role of Training Officer: GM has already announced his retirement as Training Officer at next year's AGM. Although initially somewhat reluctant, GM now believes it could be a sensible way forward to revert to having a paid Technical Training Advisor and then separating this from the role of Training Officer.

Graham Mollard, June 2010

Item 12: Publication & Information Officer's Report

No written report submitted.

Les Williams, June 2010

a) Webmaster's Report

No written report submitted.

Les Williams, June 2010

b) Newsletter Editor's Report

Other than the next newsletter being ready for proofing by 11th June there is nothing to report (having just got back into the role after a few months out of the country).

Mike Clayton, June 2010

c) Handbook Editor's Report

The 2010-11 Handbook is complete and has been posted to all DIM, CIM+, Club, Honorary and Associate Members. Council Members' copies, as well as copies for the RCCs will be delivered by hand at the Council Meeting.

Advertising revenue for 2010-11 is broadly inline with previous years, but for some reason the printing cost has magically reduced from £1.35 per handbook to £1.05. Clearly this is good news!

The downloadable version is now also available from the website. Once again it is password protected to hopefully eliminate the harnessing of the many e-mail addresses it contains.

As always any suggestions for improving the Handbook in 2011-12 will be gratefully received.

Damian Weare, June 2010

Item 13: Legal & Insurance Officer's Report

No written report submitted.

David Judson, June 2010

Item 14: Youth & Development Officer's Report

No written report submitted.

James Collings, June 2010

Item 15: Membership Administrator's Report

BCA Membership to 1st June 2010

- DIMs caving: 331 (DIMs plus BCRA: 212)
- DIMs non caving: 41
- BCRA Honorary: 7
- CIM Plus: 7
- CIMs caving: 3811
- CIMs non caving: 1108
- Clubs: 156
- Associates: 9
- Access: 4

Progress: The main activity this period has been the maintenance of the CIM address list in readiness for the postal ballot. Very few clubs complete the address fields as requested, most putting the complete address into a single field. This is a boring and time consuming activity!

New Club: The North York Moors Caving Club has supplied the correct paperwork and payment in order to become a BCA-Member Club.

Item 16: Insurance Manager's Report

Nothing to report out of the ordinary. Can I remind Council members of the need to identify whether or not there is a demand for GBP 5m indemnity from their constituencies, please?

We also need to discuss the surcharge to be made to SUI. BCA is currently paying a surcharge of GBP 2000 to provide cover for members based in the Republic of Ireland. This was increased from GBP 500 last year at the renewal in December. SUI's resources will not stand being billed the GBP 2k at short notice so we have billed them GBP 500 this year and we need to agree whether we maintain a subsidy or expect them to pay the full amount next year. I do not expect the RoI surcharge to increase for 2011, although I have no guarantee of this from the broker or underwriter.

SUI have about 150 members in the scheme.

Nick Williams, June 2010

Item 17: Convenor of the Radon Working Party's Report

No written report submitted.

Clark Friend, June 2010

Item 18: Cave Registry Co-ordinator's Report

At the request of the Cave Survey Group I have installed some software (called Subversion or SVN for short) on the BCA server which will allow a repository/archive of cave survey data and sketches to be created and maintained. It should be a useful tool for groups to work on cave data from both the UK and expeditions abroad. Anyone with appropriate permissions will be able to add, update or take a copy of the survey notes and associated files. The data will be automatically backed-up. Thus it is hoped that the tragic loss of survey data that occurs all too frequently will become a thing of the past.

Dave Cooke, June 2010

Item 19: International Representative's Report

The main thing I've been involved with as president of the UIS is the build up to the bureau meeting in Postonja, next week 12th June. Here most of the international bureau will be present, (ash clouds permitting) and a number of items discussed, including some major conservation issues around the world in places like Victoria in Canada, Central America and Taiwan.

In addition an update from the various international commissions will be presenting a progress report on the preparations for the 2013 congress in the Czech Republic. Again there'll be more on these items in my next report.

Andy Eavis, June 2010

Item 19a: FSE Report

Since the last report to council there has been one bureau meeting of the FSE and a General assembly meeting (GAM). This was held in in May in Budapest, Hungary at Speleo Hungary celebrating 100 years of organised Hungarian speleology. The main items of the GAM included:

1. Quorum - Presentation of voting delegates and observing countries
2. Approval of membership late fees payments for 2nd semester 2009
3. Situation of the 27 EU countries and European non-EU countries
4. Hidden Earth Bureau meeting reports
5. Report of the Bureau 2009-2010
6. Financial report 2nd semester 2009
7. ECPC : European Charta & European Cave Day
8. Creation of the Euro Speleo Twin Clubs
9. Creation of an FSE Women & Speleology Commission
10. Participatory status within the Council of Europe
11. Membership of the FSE in the European Environmental Bureau (www.eeb.org)
12. Report of the workgroup on Open-air competitions European rules and related decisions
13. International Caving Expeditions database (ICE db) : Vote on FSE-UIS Agreement
14. Applicability of UIS code of ethics within Europe
15. Report of the WNS workgroup & approval of the proposals
16. Organization of EuroSpeleo Forums 2011, 2012 & 2013 and 2016 European Congress

17. Annual fees 2011 & 2012

18. Provisional Budgets 2010 & 2011

A Short report from FSE presidents as follows;

'This year there has been an increase in the EuroSpeleo Projects. The number rose to 11 projects for the year 2009-2010, last year there were 7 projects. As well as BEAL ropes, FSE has a new official partner to promote and support project 'Aventure Verticale'.

Other developments include the work carried out by the Protection Commission, with the European Cave Day, the EuroSpeleo Protection label, the Action Plan 2010-2013, and the creation of the Work group that will concentrate on White Nose Syndrome.

Links between the FSE and other European bodies continues. Viorel Lascu is in communication with the Council of Europe, and Baerbel Vogel is in contact with the European Environmental Bureau. The GAM is working to formalize these contacts.

Eurospeleo projects will be given an new opportunity to get in contact with each other by the creation of the EuroSpeleo Twin Clubs. This will provide clubs with an opportunity to build new cooperations with each other in a context that is complementary to the speleological congress events.'

Encouragement was given for GB to host a 2016 EuroSpeleo Congress

Ged Campion, June 2010

Item 20: Media-Liaison Officer's Report

- E-mail address is set up media@british-caving.org.uk – thanks to Cookie
- Have requested email address, phone number on BCA website as well as 'media section' I can update.
- My contact details and a short piece of 'news' were given to *Descent* so that they can record the fact I've taken on this role and publicise it to cavers.
- Bob Mehew has given me his document 'So you are asked for an interview' which I will be distributing along with some other bits.
- The Manchester Hole case was discussed with Andy Eavis and a short 'statement' given out which Council Members could have used if approached by the media. I've not heard that anyone was approached and actually found very few references to Graham as BCA Training Officer in the press (internet searches mostly)
- Looking down the BCA council address list I can see only a few mobile phone numbers. Can I ask Council Members to add to this list please? I suspect that I might need to get hold of you pretty quickly. This could be on a special media contacts list or on the main list, up to you.

Chris Jewell, June 2010

Item 21: British Caving Library Report

Personnel: We are happy to be able to confirm that Mary Wilde will continue in the post of BCL Senior Library Assistant, working 10 hours per week at the Glutton Bridge and Matlock sites.

The Matlock British Caving Library site will be closed: The Derbyshire County Council Library Service has provided accommodation at Matlock free of charge for the British Caving Library, (formerly the BCRA Library) since 1979. The new site at Glutton Bridge, opened in July 2008, accommodates all the overflow which could not be housed at Matlock and which was stored at the BCRA Librarian's house until he died in 2007; the older part of the Library remains at Matlock where conditions are very cramped. The split site has caused problems for both the Librarian and the users and we had already begun to think whether it would be possible to combine on one site.

The D.C.C. Library Service is now planning to amalgamate the Local Studies Library (where the British Caving Library is housed) with the Derbyshire Records Office and the combined service will be moving to new premises in the next year or so. I was advised shortly before Easter that new combined D.C.C. Library Services would then no longer be able offer accommodation; therefore it seems prudent to begin to take action straight away, rather than wait until we are forced to.

Work is already in hand to reorganise the Glutton Bridge site completely so that we can house the entire collection on one site, which we hope to be able to do within the existing Library space. As yet we have not been able to quantify the cost of the extra storage equipment needed but some has already been donated and we hope to keep cost to a minimum.

This move is a major challenge because it will more than double the size of the Library housed at Glutton Bridge but the working conditions there are very good and we will be able to provide a far better service for our users. We hope, with the help of volunteers, to enable the Library to be open for users at weekends, as well as mid-week, which was never possible at Matlock.

Jenny Potts, June 2010

Appendix 1: Audited 2009 BCA Accounts