



BRITISH WOMEN PILOTS' ASSOCIATION LTD

Draft Minutes of an Annual General Meeting held online
at 1030 on Sunday 06 December 2020

Present:

Sharon Nicholson (SN) – Chairwoman
Rosemary Clemo (RC) – Deputy Chairwoman
Nicky Rowan (NR) – Secretary
Catherine Hollywood (CH) - Treasurer

Full Members:

Georgina Arnold
Valerie Cahill
Christina Carver
Tara Cawdell
Amy Chau
Annabel Cook
Lucy & Lowenna Cotton
Tegan Dodimead
Allie Dunnington
Bronwyn Fraser
Sophie Gates
Jane Giffould
Beverley Harrison
Claire Hatton

Helen Hennessy
Gemma Jefferies
Charlotte Knowlson
Fiona Macaskill
Hannah Nobbs
Lesley Runnalls
Ruth Scott
Steph Smith
Cheryl Sullivan
Claire Tector
Sue Tuddenham
Kanchana Vanhove
Julie Westhorp
Amy Whitewick
Marion Wooldridge
Renate Zeigermann

Associate Members: Peter Austin, Alison Field,
Andrea Van Poeteren, Rachel Broxton, Pernia
Zeb, Hannah McCann, Daisy Bing, Amy
Dewhurst

Item

1

Meeting introduction & registering of attendees

The Secretary opened the meeting at 1032, welcoming all attendees.

National pandemic regulations, precluded a routine BWPA AGM in person in accordance with Rule 4 (and BWPA Articles of Association); whilst Rule 4 also had required timings and there were annual accounts which had HMRC and Companies House deadlines, these could not be met by simply rolling over the meeting as applied by many other equivalent associations.

It was proposed by Catherine Hollywood and seconded by Jane Giffould to temporarily suspend BWPA Rule 4 for the meeting held on 06 December 2020. Vote: Nil against – Unanimous - Carried

This is the first time that the AGM has been held online and there were some initial problems logging in but time had been allowed for any problems. It was confirmed that the meeting was quorate. Members were reminded that only full members are eligible to vote and the method of online voting was explained. It was advised that the meeting would be recorded but not distributed outside of the Association.

2	<p><u>Apologies for absence</u></p> <p>Fenella Jefferson Tamara Leitan Alison Field Diana Green-Davy</p>
3	<p><u>Approval of (Draft) Minutes of 64th AGM 01 December 2019</u></p> <p>The draft minutes of the 64th Annual General Meeting, held on 01 December 2019, had been available on the BWPA website in advance of the meeting. The minutes were agreed to be an accurate record of the meeting.</p> <p>Proposer: Tara Cawdell Seconded: Bronwyn Fraser Vote: Nil against – Unanimous - Carried</p>
4	<p><u>Matters arising from previous AGM:</u></p> <p>Matters arising were included in the agenda and there were no additional matters arising notified.</p>
5	<p><u>Chairwoman's Report:</u></p> <p>The Chairwoman read from her annual report of the BWPA for 2020, drawn from reports by the Committee Members. The full text was uploaded to the website in advance of the meeting and is attached at Annex A. The Chairwoman asked for any questions.</p>
6	<p><u>Financial Statements:</u></p> <p>The Treasurer introduced the BWPA's Accounts as at 30 April 2020 which had been prepared by herself, along with the Independent Accountants Review from the Accountants Camfield, Chapman, Lowe, which had been available for examination on the website for the previous 21 days. The financial year runs from 01 May – 30 April. She also explained the change from a Cash Basis to an Accruals Basis, which more accurately reflects the financial position at any one time.</p> <p>The BWPA's total assets for 30 April 2020 were £23,998 and show a net surplus before tax of £504.</p> <p>It was decided to include scholarship income separately, as previously we couldn't see how much sponsorship we were receiving if the income and expenditure cancelled each other out.</p> <p>Membership subscriptions are to remain the same for 2021.</p> <p>The Treasurer asked for any questions and there were none. It was then moved that the meeting should accept the 2019/20 accounts.</p> <p>Proposer: Bronwyn Fraser Seconded: Cheryl Sullivan Vote: Nil against – Unanimous - Carried</p>

7

Declaration of Officers and Ordinary Members of Committee for 2020/21:

The BWPA Committee is responsible for the general organisation, management and running of the Association in accordance with Rule 5. The Committee consists of up to 4 Officers and the Ordinary Committee Members who number no less than 3 and no more than 10. Officers are also Directors of BWPA Ltd.

In accordance with Rule 5.7.1 BWPA Committee Members stand down annually as at each AGM, although each Committee Member can serve up to 6 consecutive years. Request for nominations (pre-AGM) for Ordinary Committee Members produced less nominations than vacancies, so there was no need for elections in advance of the AGM.

In accordance with which the following Committee Members are standing again:

Tara Cawdell (elected AGM 2018)

Rosemary Clemo (Officer since Jan 2020)

Bronwyn Fraser (elected AGM 2017)

Catherine Hollywood (Officer since May 2020)

Sharon Nicholson (Officer since AGM 2019)

Nicky Rowan (Officer since AGM 2019)

Following request for Committee nominations the following Ordinary Committee Members are nominated:

Annabel Cook

Claire Hatton

Fenella Jefferson

Charlotte Knowlson

Tamara Leitan

The following Committee Members are standing down at this AGM:

Cheryl Sullivan

Sue Tuddenham

They were thanked for their service to the BWPA over their time on Committee

BWPA (Full) Members in AGM were asked to agree the next Committee consisting of:

Sharon Nicholson (AGM 2025)

Nicky Rowan (AGM 2025)

Catherine Hollywood (AGM 2025)

Rosemary Clemo (AGM 2025)

Tara Cawdell (AGM 2024)

Bronwyn Fraser (AGM 2023)

Annabel Cook (AGM 2026)

Claire Hatton (AGM 2026)

	<p>Fenella Jefferson (AGM 2026) Charlotte Knowlson (AGM 2026) Tamara Leitan (AGM 2026)</p> <p>Proposer: Marion Wooldridge Secunder: Claire Tector Vote: Nil against – Unanimous - Carried</p>
8	<p><u>Questions:</u></p> <p>Andrea Van Poeteren (South West Regional Group Coordinator) asked whether it was OK for the Regional Groups to organise physical events. The Chairwoman confirmed that this is OK, as long as they are in line with the current Government guidelines for that area.</p> <p>Kanchana Vanhove (Aviatrix Project) thanked the BWPA for their support and reminded the meeting that she is always looking for new STEM volunteers.</p> <p>Catherine Hollywood (Treasurer) thanked the Chairwoman for her welcome onto the committee and also for the 65th Anniversary gift and everyone concurred.</p>
	<p>The formal AGM was closed at 1113.</p>