

Ghar Parau Foundation

Awards Meeting (Round Two – Autumn 2018)

Minutes

Purpose of meeting: Annual Awards

Date & time of meeting: 23th September 2018 10:30

Location: Churchill School, Mendip

Invitees	Name	Responsibility	
Chairperson	Andy Eavis	Trustee & Chair	AE
	Nick Williams	Trustee	NW
	Dave Judson	Trustee	DJ
	Paul Ibberson	Trustee & Treasurer	PI
	Phil Rowsell	Secretary	PJR
	Fleur Lovridge (Year - 1)	Elected Member	RH
	Rebecca Lawson (Year - 4)	Elected Member	RL
	Mark Wright (Year - 3)	Elected Member	MW
	Rob Middleton (Year - 2)	Elected Member	RM
	Trevor Faulkner	BCRA Foreign sec	TF
	Robin Weare	BCA Treasurer	RW
	Howard Jones	Guest	

Item No.	Description
1.	Matters for AOB None raised
2.	Apologies for absence Trevor Faulkner, Fleur Lovridge, Rebecca Lawson, Dave Judson
3.	Minutes of previous meeting The minutes of the 25th March 2018 were agreed to be a true record of the meeting.
4.	Matters arising from the 25th March 2018 minutes.

	<p>7) GPF Constitution and BCRA See Section 7</p> <p>8) Tratman Award See Section 8</p> <p>10) Website See Section 9</p> <p>Any other Business</p> <p>a) Mount Everest Foundation Incorporate process into the Website so that applicants know these new rules. the appropriate wordage has been incorporated onto the website: (See Section 9)</p> <p>b) Induction of new Members. Suitable documentation should be produced to inform Committee members of their duties. (See Section 11)</p>
5.	<p>Financial Summary</p> <p>Overall financial situation broadly as envisaged at March meeting. No material variances from position forecast at that stage in terms of both income and expenditure. (Separate analysis circulated to committee in advance of meeting). Outstanding 2017 retentions cleared and majority of 2018 R1 main awards issued.</p> <p>Funds available for R2 were projected to be £1500 of BCA, with £600 BCA to be retained for Q1 2019 cash flow. Having considered R2 applications, PI suggested providing £1100 for R2 and increasing the 2019 retained funds to £1000. To be considered as a working estimate and confirmed once applications have been received.</p> <p>Action N° 26-03-2018 -1 PI to reinvest £50k in either the United Trust 1 Year Fixed Rate bond or a comparable FSCS protected alternative once the existing bond matures.</p> <p>24-04-2018 £45k of Virgin funds plus £5k of cash balance reinvested in 12 month fixed rate bond with Mansfield Building Society. Action: Closed.</p>

6.	Summer 2017 Round Two awards
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GPF Grant Allocation Meeting: Summer 2018

Meeting date: 23-09-2018



	BCA	GPF (incl. AP)	China Caves	Other	Exped Total (no AP)	Alex P £75 allocated (applied) awarded	Grand Total	Comments
Funds (2018)	£5,550	£1,125	£0	£75			£6,750	
Allocated in R1	£4,050	£1,125	£0	£0		7	£5,175	
Additional funds	£0	£0	£0	£0			£0	
Available now	£1,500	£0	£0	£75			£1,575	
Allocated	£1,100	£0	£0	£0	£1,100	0 (0)	£1,100	
Left	£400	£0	£0	£75			£475	

Ref.	Exped Name	Country	Field Man Days (UK cavers)	Award/MD	Award/PP (UK)	Info	BCA	GPF	China Caves	Other	Exped Total	Alex Pitcher #	£	Grand Total	GPF Feedback	App Log	MEF
GPF20180-004	Croatia Cave Diving Expedition 2018	Croatia	36 (4)	£5,56	£50,00		£200				£200			£200			<input type="checkbox"/>
GPF20180-007	Houping Winter 2018	China	154 (6)	£3,25	£83,33		£500				£500			£500			<input type="checkbox"/>
GPF20180-009	Junee-Florentine 2018	Australia	288 (6)	£1,39	£66,67		£400				£400			£400			<input type="checkbox"/>

Expedition	Feedback
GPF2018b-001	<p>The application was received too late for consideration in the GPF spring meeting, and thus was considered at the GPF Autumn meeting, the expedition having already departed and returned. Due to the extenuating circumstances relating to the late application and it also being the applicants first GPF application, the GPF committee decided to consider this application, but in so doing limit the award given.</p> <p>The application was well filled out and presented, and the aims of the expedition well were clearly laid out. The report given and the presentation given at Hidden Earth 2018 indicated the success of this diving expedition, and its continuation next year. We look forward to another application next year, hopefully before the deadline closes.</p>
GPF2018b-002	<p>An area well visited by British cavers, but with good potential for further discoveries. Small-ish team, but with a good mix of experience and younger members. Appears to have clear goals, although a degree of confusion over how some of the objectives fit in with the overview. Hopefully will add significantly to the overall knowledge of the area and we look forward to seeing the results in due course.</p>
GPF2018b-003	<p>A large multi national team going to an area that has seen a lot of exploration, but could yield interesting results and find extensions to the current master cave system. The application lacked specific objectives / caves / areas within the JE Florentine valley that the expedition would be targeting. Be interesting to see how successful the expedition is in finding new cave passage.</p>

6.	<p>Summer 2017 Round Two awards - additional notes</p> <p>Some discussion was held about GPF2018b-001, a late application from Christine Grossart and it was decided that a token amount should be awarded due to the success of the expedition and further expeditions planned to that area.</p>
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7.	<p>GPF Constitution and BCRA Separation</p> <p>GPF would like to separate from BCRA (currently being a sub charity) and establish GPF as a separate charity in its own right. The correct documentation must be produced outlining the plans for separation and a suitable proposal document produced to present to the BCRA committee.</p> <p>Action N° 114 01-10-17: PJR, NW,PI and AE to generate a clear road map to Divorce and implement. 25-03-18: PJR indicated that due to time pressures little work has been done on this, but it is regarded top priority. 23-09-2018: A new GPF constitution was drafted and taken to BCRA Council on the 24th June. After some discussion of why GPF was seeking to separate from BCRA, BCRA decided to support the separation and suggested some changes to the constitution. It tasked GPF to finalise its new constitution to be rubber stamped at the BCRA council meeting on the 16th September in time for final proposal to BCRA members at its AGM on the 6th October 2018. The BCRA Council agreed to support the motion and new GPF constitution on the 16th September 2018.</p> <p>GPF await the decision from the BCRA members about GPF being allowed to separate from BCRA: Action Ongoing</p> <p>Action N° 23-09-2018 - 1. PJR to look at the Charity Commission website to determine a road map for forming a new Charity in preparation for a successful decision from the BCRA AGM.</p>
8.	<p>Tratman Award</p>

	<p>The tratman committee furnished GPF with their suggestion of for the 2017 prize. Both the judges and the committee thought that this year there were some particularly good books and there might be justification for possible a share award with two/ three books being awarded.</p> <p>N.B. Committee members are reminded that this result is not to be made public until Hidden Earth 2018.</p> <p>Action N° 26-03-2018 -2 Andy Eavis to contact the Tratman committee and explore the possibility of awarding a Joint/Tri way Tratman 2017 award.</p> <p>14-04-2018: AE reported that he had talked to the Tratman committee and their view was that only one award was to be given. Action: Closed.</p> <p>Change of Tratman Award to the BCRA</p> <p>As part of the BCRA seperation deal, it was thought that the Tratman Award would be better administrated by the BCRA, being more science and research than expedition orientated. It was agreed that after to 2017 Award the BCRA will be responsible for managing this award.</p>
9.	<p>Website</p> <p>PJR indicated that the website and the application management system is generally working pretty well and now being used fully to manage applications from cradle to grave. During the application process the Cambridge University application had problems with the site preventing it being submitted on time. It was later established that it was a bug within the GPF website which was duly fixed. As the error was caused by the Website and not user generated, this late application was included for consideration in the Winter 2018 round.</p> <p>Some confusion of the closing date for committee comments was expressed by some committee members and this will be corrected prior to the next round. NW also raised the question about the backing up of the data, PJR to liase with Henry but this is already in the work list in Appendix A.</p> <p>There are still a number of improvement that are outstanding (work in progress) and these are listed on a seperate website action list.</p> <p>In addition, a beta test site of the GPF website has been generated so that pages and new features can be tested with a clone of the GPF data rather than affecting the actual data and site, which could cause corruption issues. While taking some programming time it should help speed up testing of new features in the future.</p> <p>The main items that are considered worth of note:-</p> <p>WS Action N° 117 - MEF Application process (High priority)</p> <p>Ensure the correct documentation of the process is added to the GPF application criteria page so applicants can understand the process.</p> <p>26-03-17: PJR to liase with Henry Patton and ensure that the Mount Everest Application process is clearly explained on the website.</p> <p>01-10-17 : PJR needs to furnish Henry Patton with the wordage to be put on the website On going (Priority)</p> <p>26-03-18 : Still on going (Priority)</p> <p>23-09-18: Appropriate wording and description of the process has been included on the application part of the website: Action closed.</p>

	<p>WS Action N° 115 : Website Archive (Low Priority)</p> <p>30-10-2016 - Katie Eavis has supplied Henry Patton with an table of Archive data and this will be incorporated into the website.</p> <p>26-03-2017: The process is still on going.</p> <p>01-10-2017: The process is still on going.</p> <p>01-10-2017: The process is still on going.</p> <p>26/03/2018: The process is still on going as other website issues have taken priority.</p> <p>23/09/2018: The process is still on going as other website issues have taken priority.</p> <p>WS Action N° 104 : Website new page showing grant allocation (Low Priority)</p> <p>A request for a page on the main website to highlight to the public the cash distribution for each round and Expedition, similar to that published in Descent.</p> <p>21/09/2017 - Table produced and sent to HR to implement</p> <p>25/09/2017 - Beta page on new test website, PJR to review and comment. At meeting suggested Expedition feedback not put in table, but an edited public version to be used.</p> <p>04/10/2017 - Ongoing</p> <p>26/03/2018 - Still ongoing due to other items taking priority - testing is required.</p> <p>23/09/2018 - Still ongoing due to other items taking priority - testing is required.</p>
10.	<p>Fund Raising</p> <p>Robin Gray Pictures</p> <p>Robin Gray has donated a number of paintings to GPF. A discussion was held to suggest the best way of selling these paintings. It was suggested that good photos are taken of these paintings and they are put on Ebay for potential sale. Good photos of these paintings are required and it was suggested that Freya (Nick williams daughter) might be able to do this in the summer. PJR will also contact Robin Gray and ask if he could write a short summary about each painting to add to the information about the painting when selling.</p> <p>PJR also suggested that the set of Decents donated this way should also be sold this way. RM volunteered to help sell these items on Ebay.</p> <p>Action N° 26-03-2018 -3 MW to organise his daughter Freya to photograph these paintings.</p> <p>09-08-2018 Freya Took photos and these were on passed Rob Middleton: Action closed</p> <p>Action N° 26-03-2018 -4 PJR to contact Robin Gray and see if he will write a short description for each painting.</p> <p>18-04-2018 PJR contacted Robin Gray and he supplied short summaries for each painting. These were passed on to Rob Middleton: Action Closed.</p> <p>Action N° 26-03-2018 -5 PJR will give RM the relevant items to be photographed. RM will establish a GPF ebay account and attempt to sell these painting along with GPF cards on ebay.</p> <p>Jim Eyre's Cartoons</p> <p>Jim Eyre's cartoons were sent to Rob Middleton. These are to be on passed to Phil Papard who will organise an auction on behalf of Ghar Parau.</p> <p>Action No 23-09-2018 - 3 Rob Middleton to organise the delivery of the Jim Eyre's cartoons to</p>

GPF Committee Action Summary List (23/09/2018)

Action Number	Action Description	Date Raised	Who	Rank	Date Closed
N° 112	<p>Induction of new Members. Suitable documentation should be produced to inform Committee members of their duties.</p> <p>26-03-18 : Document produced, explaining responsibilities and how to log to committee part of website. Screen shots have been taken of adding individual comments and will be updated in due course.</p> <p>20-09-18 : New documentation supplied to Fleur Loveridge (new rotational member) who used the documentation to log into the system and make comments etc without any problems. No major recommendations were suggested. Action: Closed.</p>	26-03-17	PJR	Top	20/09/18
N° 114	<p>BCRA Separation & GPF Constitution</p> <p>25-03-18: PJR indicated that due to time pressures little work has been done on this, but it is regarded top priority.</p> <p>23-09-2018: A new GPF constitution was drafted and taken to BCRA Council on the 24th June. After some discussion of why GPF was seeking to separate from BCRA, BCRA decided to support the separation and suggested some changes to the constitution. It tasked GPF to finalise its new constitution to be rubber stamped at the BCRA council meeting on the 16th September in time for final proposal to BCRA members at its AGM on the 6th October 2018. The BCRA Council agreed to support the motion and new GPF constitution on the 16th September 2018.</p> <p>GPF await the decision from the BCRA members about GPF being allowed to separate from BCRA</p> <p>06-10-18 BCRA members agreed at the AGM on the 06-10-18 that they supported the separation. Action: Closed</p>	01-10-17	PJR, NW, PI, AE	Top	06/10/18
N° 26-03-2018 -1	<p>PI to reinvest £50k in either the United Trust 1 Year Fixed Rate bond or a comparable FSCS protected alternative once the existing bond matures</p>	26-03-18	PI	Top	
N° 26-03-2018 -2	<p>Tratman Award 2017</p> <p>Andy Eavis to contact the Tratman committee and explore the possibility of awarding a Joint/Tri way Tratman 2017 award.</p> <p>14-04-18: AE reported that he had talked to the Tratman committee and their view was that only one award was to be given. Action: Closed</p>	26-03-18	AE	High	15-04-18
N° 26-03-2018 -3	<p>Fund Raising - Selling of donated items. NW to organise his daughter Freya to photograph these paintings.</p> <p>09-08-18 Freya Took photos and these were on passed Rob Middleton Action: Closed</p>	26-03-18	NW	Med	09-08-18

N° 26-03-2018 -4	Fund Raising - Selling of donated items. PJR to contact Robin Gray and see if he will write a short description for each painting. 05/04/2018: PJR - resent emails to different email as no reply. 18-04-2018 PJR contacted Robin Gray and he supplied short summaries for each painting. These were passed on to Rob Middleton. Action: Closed	26-03-18	PJR	Med	18-04-18
N° 26-03-2018 -5a	Fund Raising - Selling of donated items. PJR will give RM the relevant items to be photographed. 31-03-2018: Items delivered via Nick Williams along with other GPF items donated. Action: Closed	26-03-18	PJR	Med	31-03-18
N° 26-03-2018 -5b	Fund Raising - Selling of donated items. RM will establish a GPF Ebay account and attempt to sell these painting along with GPF cards on Ebay	26-03-18	RM	Med	
N° 26-03-2018 - 6	Elected member - Retirement Email to be sent to Rich Hudson to thank him for the contribution he has made during his term 29-03-2018 Email sent: Action: Closed	26-03-18	PJR	High	29-03-18
N° 26-03-2018 - 7	Elected member - Invitation. PJR to contact Fleur Loveridge and establish if she would be interesting in serving on the GPF committee as a rotational member.	26-03-18	PJR	High	27-03-18
N° 26-03-2018 -8	Elected member - Previous member list. PJR to produce a list of previous elected members 23-09-2018: PJR - Generated but not circulated to the committee prior to the meeting.	26-03-18	PJR	Low	
N° 26-03-2018 -9	BCRA Foreign Secretary Representative. PJR to send a email to BCRA chairman to clarify situation. With the agreement on the separation, BCRA will elect an representative to the GPF Committee. Action: Closed	26-03-18	PJR	High	28-03-18
N° 26-03-2018 -10	Student Trip Funding Sub committee. PJR to produce a proposal for the GPF committee of how this sub committee will operate 23-09-18: On hold - PJR debating whether this is of value.	26-03-18	PJR	Low	
N° 26-03-2018 -11	A vote of thanks to Anna 27-03-18 Card Sent. Action: Closed	26-03-18	PJR	Top	27-03-18
No 23-09-2018 - 1	PJR to look at the Charity Commission website to determine a road map for forming a new Charity in preparation for a successful decision from the BCRA AGM.	23-09-18	PJR	Top	
No 23-09-2018 - 2	Rob Middleton to organise the delivery of the Jim Ayres cartoons to Phil Papard and ensure that the auction takes place.	23-09-18	RM	High	
No 23-09-2018 - 3	Rob Middleton to organise the selling of the other items given to GPF on ebay or other suitable venues. e.g. the descents, the additional books etc.	23-09-18	RM	High	

No 23-09-2018 - 4	50 Golden Years of Caving Grand Prize Draw Winners. Website slider AE to supply PJR with the winners report and photos for on pass to Henry Patton for inclusion on the website. 12/10/2018 information received from Alex (prize winner). 28/10/2018 On passed to Henry Patton for inclusion in the GPF Website slider.	23-09-18	PJR, AE, HP	Med	
No23-09-2018 -5	Hidden Earth 2018 results - Website slider Add results to the website as a slider for publicity.	23-09-18	PJR, HP	Med	

	<p>Phil Papard and ensure that the auction takes place.</p> <p>Action No 23-09-2018 - 3 Rob Middleton to organise the selling of the other items given to GPF on ebay or other suitable venues. e.g. the descents, the assitional books etc.</p> <p>Caving Songs Book. Rostam Namaghi has produced an Ebook of caving songs that he is selling with the profits for Ghar Parau. PI has supplied Rostam with the GPF bank details so sales will be paid stright in to the GPF account</p> <p>50 Golden Years of Caving Grand Prize Draw Winners. AE indicated that the 50 Golden Years of caving Grand Prize Draw winners had just returned from their trip to Mulu. AE will ask them to write a little report with some photos so it can be put on the GPF website.</p> <p>Action No 23-09-2018 - 4: AE to supply PJR with the winners report and photos for on pass to Henry Patton for inclusion on the website.</p> <p>Hidden Earth 2018 Raffle Results Scurion Raffle in aid of the Ghar Parau Foundation at Hidden Earth raised a total of £826, mainly thanks to the hard work of Ruth Allen, Meg Gorry and Emma Battensby - thanks has been passed on. The Scurion lamp was won by Paul Gladman</p> <p>A further £224 was raised by Sam Drake who sold a number of knitted bats in aid of Ghar Parau as part of her exhibition in the Art Salon. A big thanks again extends to her for raising money for the Ghar Parau Foundation. A GPF card was sent expressing thanks.</p> <p>Action No 23-09-2018 - 4: Hidden Earth 2018 results - Website slider PJR and HP to add results to the website as a slider for publicity.</p>
11.	<p>Members - discussion of elected member replacement.</p> <p>Induction of new Members. Suitable documentation should be produced to inform Committee members of their duties.</p> <p>26-03-17 : PJR to produce some form of documentation that can be emailed to new rotating committee members.</p> <p>01-10-17 : Still on going (Priority)</p> <p>26-03-18 : Document produced, explaining responsibilities and how to log to committee part of website. Screen shots have been taken of adding individual comments and will be updated in due course. On going (PJR Priority)</p> <p>20-09-18 : New documentaion supplied to Fleur Loveridge (new rotational member) who used the documentation to log into the system and make comments etc without any problems. No major recommendations were suggested. Action: Closed.</p> <p>Rich Hudson has completed his term as a rotational member. Discussion was made on a suitable successor for him. Suggestions were Mark Sims, Josh Bratchley, Connor Roe, Aileen Brown and Fleur Loveridge. It was suggested that Fleur Loveridge was contacted due to her wealth of expedition experience. It was also suggested that a list of previous elected members could be produced from previous minutes, to see who had actually been an elected member in the past.</p>

	<p>Action N° 26-03-2018 - 6 Email to be sent to Rich Hudson to thank him for the contribution he has made during his term 30-03-2018 Email sent: Action Closed</p> <p>Action N° 26-03-2018 - 7 PJR to contact Fleur Loveridge and establish if she would be interesting in serving on the GPF committee as a rotational member. 27-03-2018: Fleur was asked and accepted, and has been added to the GPF committee log in access: Action Closed</p> <p>Action N° 26-03-2018 -8 PJR to produce a list of previous elected members. 23-09-2018: The list has been produce but not circulated Action - On going.</p> <p>Trevor Faulkner’s position also needs to be clarified with BCRA as he resigned as BCRA foreign secretary and it is unknown whether a new BCRA foreign secretary has been elected.</p> <p>Action N° 26-03-2018 -9 PJR to send a email to BCRA chairman to clarify situation. BCRA Chairman asked Trevor Falkner to on stay temporarily as the BCRA Foreign Secretary position, but he declined. Current changes to the GPF constitution and formation of a seperate charity will allow BCRA to elect a representative to join the GPF Management committee.</p> <p>23-09-2018: On hold until the new charity is formed and BCRA elect a representative.</p>
12.	<p>Any other business Student Trip Funding PJR indicated that he would like to start a sub committee that would help fund student expeditions (no necessarily exploration). The idea was agreed in principle and PJR to produce a proposal for the scheme to the committee.</p> <p>Action N° 26-03-2018 -10 PJR to produce a proposal for the commitee. 23-09-2018: On hold - PJR debating whether this is of value.</p> <p>A vote of thanks to Anna A vote of thanks was expressed to Anna for supplying a fantastic lunch.</p> <p>Action N° 26-03-2018 -11 PJR to send card expressing committee's appreciation. 27-03-2018: Card sent: Action closed</p>
13.	<p>Date of next meetings Winter meeting: Sunday 31th March 2019 :10:30 - Great Hucklow</p>