

Ghar Parau Foundation

(Round Two Awards Meeting – Summer 2016)

Minutes

Date & time of meeting: 30th October 2016 10:30

Location: Conformance Ltd, Gt Hucklow, Derbyshire

Invitees	Name	Responsibility	
Chairperson	Andy Eavis	Trustee and Chair	AE
	Nick Williams	Trustee	NW
	Dave Judson	Trustee	DJ
	Paul Ibberson	Trustee & Treasurer	PI
	Phil Rowsell	Secretary	PJR
	Helen Adams (Year -4)	Elected member	HA
	Jeff Wade (Year - 3)	Elected member	JW
	Rich Hudson (Year - 2)	Elected Member	RH
	Rebecca Lawson (Year - 1)	Elected Member	RL
	Trevor Faulkner	BCRA Foreign sec	TF
	Robin Weare	BCA Treasurer	RW

Item No.	Description
1.	<p>Additional Agenda items Robin Weare to be invited on the committee as new BCA treasurer.</p>
2.	<p>Apologies for Absence Rich Hudson, Helen Adams, Jeff Wade, Rebecca Lawson, Dave Judson</p>
3 & 4	<p>Minutes of previous meeting and matters arising from them.</p> <p>Matters arising All action items were completed other than those listed below</p> <p>5 Constitution - See later item 7</p> <p>6a. Treasures Report <p style="margin-left: 40px;">Action:- PJR to write to Henry about the committee's displeasure that a grant was awarded and not cashed despite several reminders.</p> <p style="margin-left: 40px;">Notes: Still on going</p> <p style="margin-left: 40px;">Follow up Action:- Must be done before next committee meeting. (PJR)</p> </p>

	<p>7) Tratman</p> <p>a)Action: Establish a standard reporting format by the Tratman Committee Notes: Tentative discussions were held with Chris Howes and some progress was made. PJR to submit a format to the committee to agree and forward to Chris Howes on the Tratman committee reporting requirements.</p> <p>Follow up Action:- : Requirements to be submitted to committee prior to next meeting for approval (PJR)</p> <p>b)Action: A definite plan for the award date, announcement and where first published etc for the Tratman award to be developed - NW Notes:- still on going</p> <p>Follow up Action:- : Plan to be submitted to committee prior to next meeting for approval (PJR)</p> <p>8) Website</p> <p>Archive NW inquiry about the state of the GPF Archive and the use of Katie Dent Action PJR for formulate plan. Notes: A meeting was held with Katie Dent & PJR and an action plan formulated for her to help put the data in to the current website database. This is now proceeding.</p> <p>Follow up Action:- Data entry still on going. An update will be given at the next committee meeting. (PJR)</p> <p>9) Fund raiding - donation by Tony Waltham et al</p> <p>Action: PJR to approach Tony to establish who best to send a thank you note too. Notes: Still on Going Follow up Action:- Must be done before next committee meeting. (PJR)</p> <p>10) Elected members - See later item 10</p> <p>11) AOB Mount Everest Foundation - See later item 11</p> <p>The minutes were accepted as an accurate record of the previous meeting and we accepted by the present committee members. (NW - proposed, PI seconded Vote unanimous)</p>
5.	<p>Finances</p> <ol style="list-style-type: none"> 1. Round 1 funds retained for Round 2 were £750 GPF and £1500 BCA 2. Interest income remains low and does not support full award distribution of £750 3. BCA retained funds should be adjusted for normal carryover to Q1 2017 4. Suggestion is to retain £300 GPF and £1100 BCA, thus leaving up to £850 for this round. 5. Donations and fundraising (especially Eurospeleo) have/will result in approx. £4000 of "free" cash in current account. Once final income from Eurospeleo camps is transferred, PI proposes to

	<p>reinvest that sum in NSB Income Bonds. Agreed.</p> <p>6. Savings returns remain completely abysmal :-((RW noted an option that BCA had recently taken up - PI to investigate).</p> <p>7. There are some accounting niceties which need to be tidied up as part of 2016 Accounts preparation. This should result in a further sum for distribution in 2017.</p> <p>A brief discussion on whether fundraising money could be or could not be directly allocated to grants or only added to the capital fund. This involved both a constitutional consideration and a moral view point. No agreement was reached and it was decided to defer this discussion to a later meeting once more clarification on GPF position with BCRA and the Charity commission, and hence the GPF constitution was reached.</p>
6.	<p>2016 Round two award</p> <p>GPF2016b-001: Shan Plateau 2016-17</p> <p>GPF Feedback</p> <p>A good strong team returning to a previously visited area. Hope the permissions get easier allowing longer trips underground. The committee wondered if there was any scope for younger members partake, improving their overseas expedition knowledge and skill.</p> <p>While the committee understands the reason to publish the results on social media, as part of the grant conditions the required feedback (including a presentation at Hidden Earth or an article in descent) is given. The committee would also encourage other reports etc to be also published in the normal caving channels (not just social media).</p> <p>Grant Allocation: BCA £400, GPF £300 Total £700</p> <p>Chris Jewel had submitted a late application (application submitted in the Winter 2017 round) and it was decided consider this application in the Winter 2017 meeting rather than ear mark funds from this round. A clarification with the constitution and notes on the website is needed as the application was made by a non UK national, a legal resident in the UK? This also extends to those who will be supported in the application. No conclusion to be made.</p> <p>Action: PJR to liase with committee members and bring to the next committee meeting a proposed definition.</p>
7.	<p>GPF Constitution and BCRA</p> <p>NW reported on progress with the revision of the GPF constitution and discussions with BCRA Council. A report accompanied by a proposed revised constitution was presented to BCRA Council meeting in June. Council felt unable to endorse the consitutional changes or the separation of GPF from BCRA on the basis of the report but appointed John Gunn and David Gibson to enter discussions with GPF. Council did however vote to appoint Paul Ibberson as a GPF Trustee. See attached document.</p> <p>AJE and TF reported that the BCRA AGM, held in October, had expressed the view that the separation of GPF from BCRA was ultimately a decision for GPF.</p> <p>AJE asked for clarification as to why separation from BCRA would be beneficial to GPF, although he and TF both agreed that GPF would fit better under the BCA umbrella. NW explained that charity trustees must act at all times only in the best interests of the charity and cannot be subordinate to another organisation, particularly if that organisation is not itself a charity (which BCA is not). In his view, the benefits of separation of GPF from BCRA were greater clarity or responsibility for the trustees, a reduction in bureaucracy, saving of volunteer time and a removal of the risk the funds donated to GPF could be diverted for other purposes. Formal separation did not necessarily imply that GPF could not</p>

	<p>develop a closer working relationship with BCRA for the promotion of cave science on expeditions.</p> <p>The meeting agreed that separation from BCRA was desirable. Proposed NW, Second PJR Vote Unanimous with 3 of the 4 trustees present.</p> <p>The meeting also proposed that on behalf of GPF, NW to approach the Charity Commission to investigate the practicalities of the separation. Proposed PJR, Seconded PI. Vote: 6 for, TF abstained 0 against. Carried.</p> <p>NW presented the constitutional proposals to the meeting and these were discussed with a number of amendments being made. The latest version of the constitution is attached to the minutes and committee members are requested to review this document and feed suggested changes to NW to present at the next committee meeting.</p> <p>GPF committee would welcome the opportunity of helping BCRA distributing Science grants.</p> <p>Action: NW to report back to the committee on his discussions with the Charity commission. Committee members to review GPF constitution and send comments to NW to incorporate and present at the next committee meeting.</p>										
8.	<p>Mount Everest Foundation</p> <p>PJR reported that PJR and AE went to London and met with Mount Everest Foundation. The meeting was helpful and MEF agreed that they could accept recommendations from GPF. Their main criteria was original exploration which Caving obviously fits. Timing was discussed and it was decided that this would be brought up at the next GPF committee meeting. PJR sent MEF a GPF application form to look at and see if MEF would require any additional information for their application process, rather than having applicants apply in both systems. No response had been heard.</p> <p>A discussion was made on timing and it was decided not to move the GPF meeting back a month or so to coincide with the MEF meeting, but any application wishing to be considered for MEF must be submitted in the GPF system by the end of January so that Committee members could send the GPF Secretary comments and compile a ranking and scoring to send to GPF. This requirement is to be made clear on the website</p> <p>Action: PJR to ensure the end of January deadline for MEF application be placed on the website PJR to follow up with MEF on whether the GPF application form will suit MEF needs.</p>										
9.	<p>Fund raising Eurospeleo Results</p> <p>The sales team did pretty well and in total we took £2045, which was banked in two lots £750 and £1295</p> <p>Break down of money (approximate re card sales and tickets)</p> <table data-bbox="427 1868 1374 2024"> <tr> <td>£41.00</td> <td>Sales from the Bunk House, Clapham over the last year or so</td> </tr> <tr> <td>£31.12</td> <td>Donations from left over Eurospeleo thank-you present donations (Helli)</td> </tr> <tr> <td>£125.00</td> <td>5 * Berger books at £25 each</td> </tr> <tr> <td>£180.00</td> <td>6 * Berger books individually at £30 each</td> </tr> <tr> <td>£1403.88</td> <td>Raffle tickets (approximation) - Approx 563 tickets sold</td> </tr> </table>	£41.00	Sales from the Bunk House, Clapham over the last year or so	£31.12	Donations from left over Eurospeleo thank-you present donations (Helli)	£125.00	5 * Berger books at £25 each	£180.00	6 * Berger books individually at £30 each	£1403.88	Raffle tickets (approximation) - Approx 563 tickets sold
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	<p>£264.00 Card sales 33 packs (approx.)</p> <p>We also had a donation of two more small paintings by Robin Gray and a mug from Hue. Along with other stuff that has been donated including the Descents, think we have a reasonable amount of stuff to do a auction or a blind bid thing at the next appropriate event or advertise in Descent (e.g. The Descents)</p> <p>(Re Descents – I have a list of what issues are missing and I will talk to Chris to see if we can buy these issues and at what price as it might increase the value of the set.)</p> <p>All in all a pretty good job, this is all profit. I paid for the stand, the books were free and the cards costs are already covered so all bottom line stuff.</p> <p>A big thank-you to all the sales team (particularly Alys Myers who helped organise the sales team and help set the stall up). PJR has thanked people accordingly.</p> <p>Berger Book sales PI reported that the donations from the sale of the Berger Books to GPF has now reached £14,000, a great effort.</p>
10.	<p>Website PJR reported that an Application Management System had been developed (Cradle to Grave approach) to be used by the committee (mainly the Secretary and Treasurer). Most of the work had now been done but a bit of testing is required. PJR apologised that in China this was generally not possible as access to the GPF site was often barred.</p> <p>Other comments and suggestions from last committee meeting have been implemented. Some other thoughts and comments are still outstanding but are being considered as and when time allows.</p> <p>Action: PJR and HP to finish the Application Management System as this will finish the admin part of the site, and leave only good upgrade suggestions to be done.</p>
11.	<p>Members - discussion of elected member replacement. PJR noted that Helen Adams had resigned in understandable personal circumstances. Jeff Wade had also now served his term. Two elected members are now required for the committee.</p> <p>Mark Wright had been previously mentioned in previous meetings and it was decided by the committee to approach Mark and establish whether he was interested in being an elected member. Several other names were mentioned but no decisions were made.</p> <p>Action: PJR to approach Mark Wright and invite him on to the committee. PJR to put together a short list of potential candidates</p>
12.	<p>Any other business</p> <p>12a) Robin Weare has been appointed as the BCA Treasurer and thus has a seat on the GPF committee.</p> <p>Action: PJR to ensure that Robin had the necessary access to the committee part of the website an included in the committee email lists etc.</p> <p>12b) TF requested that GPF gave BCRA a report about GPF that could be published by BCRA.</p> <p>Action: NW & PJR to draft report for circulation to committee members for comments prior to being sent to BCRA</p>
13.	Date of next meeting: 26th March 2017

Ghar Parau Foundation - report to BCRA Council

Ghar Parau was founded as a subsidiary charity of BCRA in 1974. The objectives of GPF were at that point the same as they are today: to raise and nurture a capital fund from which interest could be used to support British cavers exploring caves over seas, and to distribute any other funds which could be raised in support of the same aims.

The Foundation can look back on the last 40+ years with quiet pride: hundreds of successful expeditions have discovered and mapped thousands of miles of new passage, and GPF has provided support to the vast majority of these ventures.

GPF was originally established as a subsidiary charity of BCRA because at the time it was administratively more difficult to found a separate charity, and the driving forces behind the creation of GPF were closely involved in the foundation and running of BCRA. However, 40+ years on, the Trustees of the Foundation feel it is time to revisit our relationship with BCRA. A copy of the GPF constitution is attached to this report and Council members will have no difficulty in identifying areas where it is clearly out of date.

Quite correctly, the BCRA Foreign Secretary, who represents BCRA Council at GPF Committee Meetings, brought to the attention of the GPF Committee the fact that we were not operating fully in accordance with our constitution, and have not done so for many years. While the Committee are not unduly worried by this in the sense that the non-compliances are minor and we are confident that they have had no impact on any decisions we have made, we are mindful that this is not a situation which we should allow to perpetuate. Having considered this at our meeting in April, the Committee unanimously decided that while there are various 'tweaks' to the constitution which would help to regularise GPF's activities, the key change which would make the most sense would be to separate GPF from BCRA and for GPF to become a stand alone charity in its own right.

Bearing in mind how big a change this is, there is little point in proceeding with other changes to the Constitution without first gaining BCRA Council's support for the change. We would therefore like to propose the following motion to Council:

BCRA Council agrees that the GPF Committee, in consultation with the BCRA Secretary, should approach the Charity Commission to investigate the establishment of GPF as a separate charity.

GPF Committee expects to take the lead in any discussions with the CC and several of us are prepared to fund any expenses to ensure that the proposal does not involve a financial burden on either GPF or BCRA, or a burden on BCRA's volunteer resources.

The timescale for completion of any changes is expected to be at least 18 months, and may well be more than this. If the above proposal is agreed by Council, GPF Committee will consult with the Charity Commission and report back to Council. If separation is deemed possible and desirable then proposals will be agreed at the GPF Committee meeting on 26 March 2017 before being presented formally to Council with a view to them being put forward for a ballot of BCRA members. We may delay further if it looks like the ballot can be run alongside a ballot for BCA constitutional change.

Secondly, the current trustees of GPF are David Judson, Andy Eavis and Nick Williams. According to our current constitution, there should be four trustees, and so we would like Council to appoint Paul Ibberson, our current Treasurer, as the fourth trustee. Paul has been Treasurer of GPF for over ten years now and will continue in the post once appointed as a Trustee.

We therefore propose the following motion for Council:

BCRA Council appoints Paul Ibberson as the fourth Trustee of GPF.

This paper prepared by the Ghar Parau Committee, June 2016

The Ghar Parau Foundation -
Constitution as of <insert date>

Original text is in black, deletions are shown in struck out font, proposed additions are in red, Comments do not form part of the constitution.

Notes

1	Definition and Objects	
1.1	The Foundation shall be called "The Ghar Parau Foundation", and shall be a charitable trust administered by and under the general guidance of the British Cave Research Association, (the BCRA) its Trustees and the Awards Committee.	<i>Reduce admin. burden by removing a layer of bureaucracy.</i>
1.2	The main objective of the Foundation shall be to give financial support to speleological expeditions organised in the United Kingdom, British Cavers to carry out exploration and/or scientific research abroad.	<i>Clarify objective to permit support to British cavers on expeditions organised overseas.</i>
1.3	In addition the Foundation may provide independent assessment for the distribution of grants on behalf of other organisations.	
2	Capital Fund, Grants and Donations	
2.1.	The Foundation shall maintain a capital fund which shall consist of all its assets on formation on 1st January 1975, together with all subsequent income from whatever source. The Foundation shall be empowered to ask any person or body to make donations to the capital fund	
2.2	The capital fund shall be invested only in such investments as are authorised by the Trustee Act 1961, current legislation relating to charitable organisations and as the trustees shall from time to time decide.	<i>Replace reference to outdated legislation</i>
2.3	The capital of the capital fund shall not be used for any other purpose other than investments, as specified in clause 2.2.	
2.4	The Foundation may administer the distribution of grants on behalf of other bodies, and/or from government sources.	
2.5	Accounts shall be prepared on an annual basis and shall be presented at the Annual General Meeting of the BCRA made public.	<i>Consistent with change to 1.1</i>

3	Administration	
3.1	The funds and day to day running of the Foundation shall be administered by four trustees, who shall be elected by the Council of the BCRA Committee . One trustee shall act as Secretary/Treasurer. A trustee may act as Secretary or Treasurer or these posts may be co-opted as the trustees shall from time to time decide.	<i>Consistent with change to 1.1; reflect current working practice</i>
3.2	The trustees shall be elected for life a period of 10 years, or until they opt to retire, with the option to be re-elected at the end of that term.	<i>Remove status for life.</i>
3.3	The day to day expense and running costs of the Foundation shall be the responsibility of the BCRA Committee .	<i>Consistent with change to 1.1</i>
4	Awards Committee	
4.1	The Awards Committee shall consist of the four trustees, together with two four ordinary members who shall be elected on a rotating basis.	<i>Reflect current working practice which permits much greater involvement of practicing expedition cavers.</i>
4.2	The two four ordinary members shall be elected for a term of three four years. At the end of this term they may be considered for re-election. They must be either full or Associate Members of the BCRA, or individual members of Member Clubs of the BCRA.	<i>Reflect current working practice</i>
4.3	The two four ordinary members shall be elected by a ballot of the Full Members, Associate Members, and Member Clubs of the BCRA, (in the latter case, on the basis of one vote per club the Committee on a majority basis if a vote is required.	<i>Consistent with change to 1.1; reflect current working practice</i>
4.4	In addition to the four trustees, Secretary and Treasurer (if not trustees) and four ordinary members, up to two additional members may be co-opted to the Committee by the trustees. Such additional members would ordinarily be the Treasurer of the British Caving Association (BCA) and the Foreign Secretary of the British Cave Research Association (BCRA).	<i>Reflect current working practice</i>
4.4	4.5 Trustee and Awards Committee posts shall be entirely honorary. Other than postal expenses and provision of stationery, no expenses shall be paid.	<i>Correct typo.</i>
4.5	4.6 Any member of the Awards Committee who has an interest in an expedition which is under consideration, must declare his or her interest and be prepared to stand down from discussion of that expedition. In this event the BCRA Council may elect a substitute member for the current year only.	<i>Consistent with change to 1.1; reflect current working practice</i>
4.7	A committee meeting shall be deemed to have achieved a quorum should there be at least five	<i>Add operating quorum, ensure trustees are involved in all</i>

	members in attendance of which at least two shall be trustees.	decisions.
5	Awards	
5.1	An award or awards shall be made annually from the interest which is gained from the investment of the Foundation's capital fund.	Correct typos.
5.2	The size and number of the A awards shall be decided by the Awards Committee, but in no event will the total sum awarded shall not normally be greater than the sum of the interest which has accrued during the previous twelve month period, except as provided for in 5.3.	Give Awards Committee more flexibility to roll money between years.
5.3	If there are no applications in a particular year, or if the Awards Committee decided that none of the applications fall within the terms of Section 6 of this Constitution, then no award need be made, and the interest for that year shall be added to the capital fund, or may be used for an award the following year carried forward .	Give Awards Committee more flexibility to roll money between years.
6	Applications	
6.1	Applications will be considered from any organised expedition which is proposing to visit a specific area outside the British Isles, for the purpose of carrying out a specified programme of scientific speleological study, or conducting serious speleological exploration.	
6.2	Applications s should be submitted to the Secretary of the Foundation; they should be made out on the "Awards Application Form", and should reach him not later than 1st February in any year, for an award to be made in that year via the online application process or by such other method as the Committee may from time to time decide.	Reflect current working practice which has been adapted in the light of changes to expeditions since 1974. For those who are unaware, GPF has a very sophisticated and effective on-line application and management system.
6.3	The Awards Committee will consider the applications, and may also require to and where necessary interview expedition leaders and/or referees , and awards will be made during February or March made will be notified to expedition leaders as soon as possible following the relevant committee meeting.	Reflect current working practice
6.4	In the event of disagreement within the Awards Committee, the matter shall be put before the BCRA Council, where it may be voted upon to a vote and decided by a simple majority. If the vote is equal on both sides the Chairman shall have an additional casting vote. Their decision shall be final. Decisions made by the Committee shall be final.	Consistent with change to 1.1, add casting vote in case of deadlock.
6.5	The Awards Committee shall have absolute discretion in deciding whether or not to make an award, and shall not be required to give its reasons for granting or refusing any application to applicants.	

7	Limitations, Winding Up, and Amendments to the Constitution.	
7.1	The Foundation shall not undertake to "sponsor" expeditions, but shall merely assist them by means of specific monetary awards.	
7.2	The Foundation shall not accept any responsibility, actual or implied, for the financial affairs of any expedition, nor shall it become involved in any dispute between the members of an expedition.	<i>Correct typo</i>
7.3	In the event of the dissolution of the BCRA, then the assets of the Foundation must be passed to the BCRA's successor, or in the event of their being no successor, passed to the Royal Geographical Society, with a request to administer the Foundation in accordance with this Constitution.	<i>Consistent with change to 1.1</i>
7.4	7.3 The Foundation may be wound up only by resolution of the BCRA Committee , after a four-fifths majority of the Association's voting members have voted for this action at an Annual General Meeting, or special General Meeting, or when a two thirds majority of those voting at a postal ballot of all voting members of the BCRA have voted for this action. Assets may shall be passed to the British Cave Research Association or its successor organisation(s) Mount Everest Foundation or, if that is not possible, to the Mount Everest Foundation or the Royal Geographical Society.	<i>Consistent with change to 1.1, ensure finds are kept within the caving community if possible</i>
7.5	Amendments to this Constitution may only be made by a postal ballot of all voting members of the BCRA. A two thirds majority of those voting being required to carry any motion. 28 clear days notice must be given for the return of ballot papers.	<i>Consistent with change to 1.1</i>
7.4	Amendment to this Constitution may only be made by a vote carrying a three quarters majority of the voting members of the Committee. Any motion for amendment of the constitution must be tabled during the meeting preceding the one at which the motion is to be voted upon and any such motion must be listed in the agenda to be circulated in advance of the subsequent meeting.	<i>Consistent with change to 1.1</i>

