

Ghar Parau Foundation

Awards Meeting (Round One – Winter 2018)

Minutes

Purpose of meeting: Annual Awards

Date & time of meeting: 25th March 2018 10:30

Location: Conformance Ltd, Gt Hucklow, Derbyshire.
SK17 8RG

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
	Rich Hudson (Year - 4)	Elected Member	RH
	Rebecca Lawson (Year - 3)	Elected Member	RL
	Mark Wright (Year - 2)	Elected Member	MW
	Rob Middleton (Year - 1)	Elected Member	RM
	Trevor Faulkner	BCRA Foreign sec	TF
	Robin Weare	BCA Treasurer	RW

Item No.	Description
1.	Matters (Raise any issues not covered by agenda and schedule them for discussion) Student Trip Funding - PJR
2.	Apologies for absence Mark Wright, Rich Hudson, Robin Weare
3.	Minutes of previous meeting The minutes of the 01st October 2017 were agreed to be a true record of the meeting.
4.	Matters arising from the 26th March 2017 minutes.

	<p>7) GPF Constitution and BCRA See Section 7</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.</p> <p>See Section 9 - WS Action No 117</p> <p>b) Induction of new Members. Suitable documentation should be produced to inform Committee members of their duties.</p> <p>N° 112 26-03-17 : PJR to produce some form of documentation that can be emailed to new rotating committee members.</p> <p>N° 112 01-10-17 : Still on going (Priority)</p> <p>N° 112 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>
5.	<p>Financial Summary</p> <p><u>GPF Finance – Winter 2018 Accounts 2017</u></p> <p>Income</p> <p>Interest reduced from 2016 due to transfer to higher yielding Cambridge & Counties Bond (1.10% as against 0.50% Virgin). Interest will be recognised on maturity.</p> <p>Donations were at a similar level to the previous year overall, boosted by £1046 from the Equipment Pool.</p> <p>No Hidden Earth or China Caves monies were received in the year (Eurospeleo/Napo permission withdrawn).</p> <p>BCA donation for distribution of £5000 received. This was added to prior year retention of £1100, with £600 held over to 2018. Total for 2017 was thus £5500.</p> <p>Fundraising for the year included RGS event Prize Draw, Hidden Earth raffle and the balance of Eurospeleo Camps which all contributed around £1k.</p> <p>Net income for 2017 was £11.3k</p> <p>Expenditure</p> <p>Distribution of GPF funds was held slightly below 2016 levels to match the known reduction in</p>

interest income. £250 of GPF funds were distributed, along with £75 for the Tratman award.

Alex Pitcher awards totalling £225 were made, but against this was a write-back of a prior year award unclaimed.

BCA net income of £5500 was distributed and in addition to this a further £900 was allocated from prior year awards unclaimed or returned. Thus total BCA awards of £6400 were made. Net expenditure for the year was £6.9k which mainly reflected the year-on-year increase regarding BCA funds.

Overall, a net surplus of £4437 was added to reserves.

Balance Sheet

The movement in investments details the shift of £45000 from Virgin to Cambridge & Counties, along with the addition of £4k to the NS&I Income Bonds. The latter remain a reasonable vehicle for bolstering monthly cash flow, particularly following the interest rate rise.

The cash balance of £8243 includes award retentions and a £1600 accrual in respect of costs of providing the first prize in the RGS event Prize Draw. Around £5k is surplus (reflecting fundraising and capital donations in the year) and it is proposed that this is added to the sum available for reinvestment once the Cambridge & Counties bond matures.

The 2017 Accounts were duly accepted and authorised for distribution.

2018 Funding and Awards

Reinvestment

The Cambridge & Counties bond matures in April, at which time £45k of capital and £495 of interest will be received. Adding the £5k surplus to the £45k capital will mean £50k to be reinvested. Currently the plan is to invest this sum in a United Trust Bank 1 Year Fixed Rate bond paying 1.55%; in addition to being a competitive rate, this bond also has FSCS protection.

Action N° 26-03-2018 -1 PI to reinvest £50k comprising the surplus cash and the maturing bond monies in either the United Trust 1 Year Fixed Rate bond or a comparable FSCS protected alternative once the existing bond matures.

Distribution

Expected 2018 interest income for distribution is approx. £1k, although this may increase should interest rates move positively. It is proposed that £1200 be made available for the current year, noting that in prior years there has been a small under-distribution. Roughly this would be split £75 Tratman, £600 Alex Pitcher and £525 GPF and it is proposed that the whole sum be made available for the current round of awards.

BCA funds for distribution of £600 2017 and £5000 2018 are available. It is proposed that £600 be held over to 2019 and a further £1500 retained for 2018 Round 2. Thus £3500 to be allocated in this round. Additionally, £550 remains from previous year reclaims/refunds and it is proposed that this sum be added to the current total available.

Total funds available for round 1 expeditions is therefore £5175, with a further £75 for Tratman.

6.	Summer 2017 Round Two awards
----	-------------------------------------

Expedition	Feedback
GPF2018a-001	Application very well presented. As usual a solid application with lots of exciting projects on the go. Open to all and lots of younger people generally go. A great training ground for young talent which is what is needed.
GPF2018a-002	Interesting expedition to a fairly remote part of Namibia. The team is going back after further work by local groups have identified the presence of more caves. All the participants are over 45. A great shame the group could not great the space for a younger member possibly getting into geology or cave science as would be a great opportunity. Do any participants have expertise in archaeology? If not is there a danger of damage to rare and fragile sites given the importance of this area to studies of human evolution?
GPF2018a-003	Has grown in numbers significantly this expedition, may be a bit to big but will be interesting how it runs. Some great leads particularly the 2nd sump in Marniosa & death race. Good documentation with a report each year and is now this information is starting to put all the data into a GIS system. Great to see lots of students going on this expedition. Hope it goes well. Very basic details on the justification of the Alex Pitcher nominations, need to be more detailed next application.
GPF2018a-004	Really exciting new area with a lot of potential. An expensive trip which is clearly putting off younger cavers. Good to have contacted trekking company and to have known resurgence sites to visit. Surprising that it is so short (only 10 days in the field).
GPF2018a-005	Fairly small expo to Greece, returning to same area as in 2017. Application well filled out but no references or website referred to. Student-led and including cavers with little expo experience plus scientific focus which is great to see. The committee would like to see an article for Caves and Karst Science and a general publication.
GPF2018a-006	Well established expedition with reliable results and a strong student presence. A suitable selection of goals for all abilities in fairly deep and serious alpine karst. A slight departure from the previous expeditions in that surprisingly all the attendants are under 30 and thus less experience than previous years. Hopefully the expedition will still maintain the well run and documented expeditions that have previously been run
GPF2018a-007	The application appears a little rushed and could have done with proof-reading! Fairly ambitious goals - little details about previous trips by this team to the area and no references provided so hard to assess what risks are for this trip. Sadly the crew is fairly old and would be good that a few more younger members were recruited to benefit from the older team members.
GPF2018a-008	Application very well presented. The approach by boat is novel and interesting in terms of reducing carbon footprint, and likewise the engagement with the local population is admirable. Hopefully the scientific finding of this expedition will be interesting. Only limited funding given due to substantial funding by other bodies.
GPF2018a-009	Good expedition with a great combination of experience and younger students now not just from CUCC but also other universities. Provides an ideal training ground, with the expedition having both easy and harder caving leads. Hopefully a report and GPF feedback will be a bit more punctual than last year.

GPF Grant Allocation Meeting: Winter 2018

Meeting date: 25-03-2018



Ref.	Exped Name	Country	Field Man Days (UK cavers)	Award/MD	Award/IPP	Info	BCA	GPF (incl. AP)	China Caves	Other	Exped Total (no AP)	Alex P £75 allocated (applied) awarded	Grand Total	Comments
GPF2018a-nn1	Matienzo 2018 (Matienzo Cave Project)	Spain	850 (20)	£0.59	£26.32	 	£500	£1,125	£0	£75			£6,750	
GPF2018a-nn1	Kaokoland 2018	Namibia	80 (5)	£3.13	£62.50	 		£250	£0	£0			£1,500	
GPF2018a-nn2	Tresviso 2018	Spain	770 (55)	£0.91	£13.46	 	£700						£5,250	
GPF2018a-nn4	Puncak Jaya Expedition to West Papua	Indonesia	131 (8)	£6.11	£100.00	 	£800						£5,175	
GPF2018a-nn5	ASUL 2018: Return to Atlantis	Greece	140 (10)	£2.50	£50.00	 		£350					£75	
GPF2018a-nn6	KLIC GLOBIN -- CALL FROM THE DEPTHS -- Migovec 2018	Slovenia	450 (19)	£1.56	£41.18	 	£700						£850	
GPF2018a-nn7	Maaras 2018	Greece	225 (15)	£1.56	£23.33	 	£350						£425	
GPF2018a-nn8	EASt GREnland 18 (EAGRE 18)	Greenland	68 (4)	£4.41	£100.00	 	£300						£300	
GPF2018a-nn8	Cambridge University Caving Club Austria Expedition 2018	Austria	900 (45)	£0.78	£17.50	 	£700						£850	

6.	<p>Summer 2017 Round Two awards</p> <p>Some discussion was held about GPF2018b-001, a late application from Christine Grossart and it was decided, that it would not be considered this round, but a token amount would be held from Round 2 funds that may be allocated to this application in the round 2 meeting to acknowledge this expedition if fund permitted.</p>
7	<p>GPF Constitution and BCRA</p> <p>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>N° 114 (01-10-17): PJR, NW,PI and AE to generate a clear road map to Divorce and implement.</p> <p>N° 114 (25-03-18): PJR indicated that due to time pressures little work has been done on this, but it is regarded top priority. (Top priority)</p> <p>GPF Constitution</p> <p>This was again not discussed at the meeting mainly due to the decision to ensure that the separation from BCRA was planned correctly. Work is ongoing and will be further amended as the process of BCRA separation is progressed.</p>
8.	<p>Tratman Award</p> <p>The Tratman committee furnished GPF with their suggestion 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>
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 liaise with Henry but this is already in the work list in Appendix A.</p> <p>The issue of the new Government Data protection regulations directive which becomes law on the 25 May was raised and needs to be incorporated into the website. The current website, does have some data use agreement, but PI will draft a new wording in keeping with the new regulation and</p>

will replace the current wording. PJR and HR to discuss where this agreement will be place, possibly in two places, once when a user creates an account and a further consent when an application is submitted

WS Action 26/03/18 - 7: **Data Protection Regulations** Paul Ibberson to supply some words to form an agreement that is ticked when people log on to site and when do applications. HP and PJR to think about implementation. (High)

There are still a number of improvements that are outstanding (work in progress) and these are listed in Appendix A.

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.

The main items that are considered worth of note:-

WS Action No 117 - MEF Application process (High priority)

Ensure the correct documentation of the process is added to the GPF application criteria page so applicants can understand the process.

26/03/17: PJR to liaise with Henry Patton and ensure that the Mount Everest Application process is clearly explained on the website.

01/10/17 : PJR needs to furnish Henry Patton with the wordage to be put on the website On going (Priority)

26/03/18

: Still on going (Priority)

WS Action No 115 : Website Archive (Low Priority)

30-10-2016 - Katie Eavis has supplied Henry Patton with an table of Archive data and this will be incorporated into the website.

26/03/2017: The process is still on going.

01/10/2017: The process is still on going.

01/10/2017: The process is still on going.

26/03/2018: The process is still on going as other website issues have taken priority.

WS Action No 104 : Website new page showing grant allocation (Low Priority)

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.

21/09/2017 - Table produced and sent to HR to implement

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.

04/10/2017 - Ongoing

26/03/2018 - Still ongoing due to other items taking priority - testing is required.

WS Action No 04-10-17-4 - Database backup.

Add button to committee page with "time" (to indicate last time backed up) when pressed backs up complete data base to disc.

04/10/17- PJR to discuss with HP and HP to implement. (High)

25/03/18 - Raised by Nick Williams again that no back up had been done on his server.

	<p>Strongly recommended the ability for this to be done and regularly one, to save data being lost. (Top Priority)</p> <p>Action WS 23-03-2018-5 Closing date for Committee comments. Better clarification to Committee on the closing date for comments i.e. date and time, to avoid possible confusion 25-03-2018. PJR & HP to discuss and implement (Top Priority)</p>
10.	<p>Fund Raising</p> <p>Hidden Earth Raffle 2017</p> <p><i>Post-meeting note:-</i> The raffle raised £946, plus a donation of £100 from PJR giving a total of £1046 attributed to the Hidden Earth Scurion 2017 Raffle. GPF Card sales also amounted to £293.82.</p> <p>RGS & RGS Grand Prize Draw</p> <p>The RGS event was held and RGS Grand Prize Draw tickets were sold prior and at the event. While there was a good caving presence, the number of public attending the event was very low and effected both RGS Grand Prize Draw ticket sales and card sales. Furthermore, the RGS did not allow GPF to sell RGS Grand Prize Draw tickets on the Monday evening lecture which serverly effected sales further.</p> <p>Sales of GPF Cards and Berger books at the RGS event amounted to £288 for Cards and Berger books.</p> <p>Action N° 115 (01-10-17): The RGS Grand Prize Draw sub committee (PJR,NW,PI & AE) to continue to organise the raffle.</p> <p>Action N° 115 (25-03-18): The Grand Prize Draw raised a total of £1035, well below expectations.</p> <p>Action N° 115 Action closed.</p> <p>Other Fund Raising</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 Descents 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 Fund Raising - Selling of donated items. NW to organise his daughter Freya to photograph these paintings.</p> <p>Action 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.</p> <p>Action N° 26-03-2018 -5 Fund Raising - Selling of donated items. 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>
11.	<p>Members - discussion of elected member replacement.</p> <p>A fourth elected member needs to be found. PJR suggested that Rob Middleton or Mike Bottomley might be good candidates, both being expedition active.</p>

	<p>Action</p> <p>Action N° 110: RH to talk to Mike Bottomley and AE to talk to Rob Middleton to see if they are interested in serving a term on the committee, and report back to the committee. RH talked to Mike and he was interested. PJR talked to Rob Middleton and he was also interested. Committee needs to make a decision.</p> <p>N° 110: 05-12-17 Mike Bottomley & Rob Middleton were contacted about serving a term on the GPF committee as a rotating member. Mike Bottomley did not reply. Rob Middleton replied immediately and expressed his keenness to participate. Rob was elected to participate.</p> <p>Action N° 110: 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, Avelina Wright 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>Trevor Falkner'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 - 6 Elected member - Retirement. Email to be sent to Rich Hudson to thank him for the contribution he has made during his term</p> <p>Action N° 26-03-2018 - 7 Elected member - Invitation. PJR to contact Fleur Loveridge and establish if she would be interested in serving on the GPF committee as a rotational member. .</p> <p>Action N° 26-03-2018 -8 Elected member - Previous member list. PJR to produce a list of previous elected members</p> <p>Action N° 26-03-2018 -9 BCRA Foreign Secretary Representative. PJR to send an email to BCRA chairman to clarify situation.</p>
12.	<p>Any other business</p> <p>Student Trip Funding Sub committee.</p> <p>PJR indicated that he would like to start a sub committee that would help fund student expeditions (not 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 committee.</p> <p>A vote of thanks to Anna</p> <p>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.</p>
13	<p>Date of next meetings</p> <p>Summer meeting: Hidden Earth - Still to be confirmed</p> <p>Winter meeting: Sunday 31st March 2019 :10:30 - Great Hucklow</p>

GPF Committee Action summary list

Action Number	Action Description	Date Raised	Who	Rank	Date Closed
N° 112	Induction of new Members. Suitable documentation should be produced to inform Committee members of their duties. 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	26-03-17	PJR	Top	
N° 114	BCRA Separation & GPF Constitution 25-03-18: PJR indicated that due to time pressures little work has been done on this, but it is regarded top priority.	01-10-17	PJR, NW, PI, AE	Top	
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	26-03-18	PI	Top	
N° 26-03-2018 -2	Tratman Award 2017 Andy Eavis to contact the Tratman committee and explore the possibility of awarding a Joint/Tri way Tratman 2017 award.	26-03-18	AE	High	
N° 26-03-2018 -3	Fund Raising - Selling of donated items. NW to organise his daughter Freya to photograph these paintings.	26-03-18	NW	Med	
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.	26-03-18	PJR	Med	
N° 26-03-2018 -5	Fund Raising - Selling of donated items. 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	26-03-18	PJR, 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	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	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.	26-03-18	PJR	High	
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	26-03-18	PJR	High	
N° 26-03-2018 -11	A vote of thanks to Anna	26-03-18	PJR	Top	27-03-18

Website Actions Summary - Only important ones shown

Action Number	Description	Date Raised	Who	Rank	Date Closed
WS No 104	<p>Website new page showing grant allocation. 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 impliment</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>	21-09-17	PJR, HP	Med	
WS No 115	<p>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>26/03/2018: The process is still on going as other website issues have taken priority.</p>	30-10-16	PJR, HP	Low	
WS No 117	<p>Mount Everest Foundation Incorporate process into the Website so that applicants know these new rules.</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</p> <p>26/03/18 : Still on going</p>	26-03-17	PJR, HP	Top	
WS 04/10/17-4	<p>Database backup.</p> <p>Add button to committee page with "time" (to indicate last time backed up) when pressed backs up complete data base to disc.</p> <p>04/10/17PJR to discuss with HP and HP to implement.</p> <p>25/03/18 - Raised by Nick Williams again that no back up had been done on his server. Strongly recommended the ability for this to be done and regularly one, to save data being lost.</p> <p>26-03-18 Discussed with HP and NW, and agreed to come up with back up plan.</p>	04-10-17	PJR, HP, NW	Top	
WS 26/03/18-5	<p>Closing date for Committee comments. Better clarification to Committee on the closing date for comments i.e. date and time.</p>	26/03/18	PJR, HP	High	
WS 26/03/18-7a	<p>Data Protection Regulations - wording Paul Ibberson to supply some words to form an agreement that is ticked when people log on to site and when do applications. HP and PJR to think about implementation.</p>	26/03/18	PI	High	
WS 26/03/18-7b	<p>Data Protection Regulations - implementation HP and PJR to think about implementation.</p>	26/03/18	PJR, HP	High	

