



British Caving Association

Finance Committee Meeting, 1st Nov 2018

Virtual meeting via WebEx

Minutes

Minutes of BCA Finance Committee WebEx 1/11/18

Present: David Cooke (CSCC), Angus Sawyer (DCA), Peter Bann (CNCC), Bernard Page (DCUC), Howard Jones (Assist. Treasurer)

Purpose: Discuss CNCC change to regional funding ideas and propose any changes to BCA Council

History: David explained history of BCA Regional Council Funding process and its rules. Its primary purpose is to allow BCA to budget its activities. BCA's financial model is that the vast majority of cavers are not interested in BCA but want insurance via membership so long as the membership fees remain low. Therefore it is important that BCA controls its budget. The aim is to keep subs low. NCA had government grants to supplement its and Regional Council income, now gone. When BCA replaced NCA that changed. Regional councils no longer charged subs to their members (except non-BCA members), and BCA undertook to fund their core expenses. So most of their income now comes from BCA. BCA has paid all valid requests for funds from the regions to date.

Discussion:

Bernard: Could see higher value claims in future as some C&A activity outstanding.

Angus: external funding rule needs clarification. The issue is how the rules apply to any surplus made on an external grant. David agreed clarification is needed. We want to encourage applying for external grants. The current rule is aimed at preventing double claiming. **ACTION**

Peter: Promotional material funding needs clarification. David promotion material is excluded from core funding because it is an open ended cost. He suggested, as the funding document allows, that a grant be given to the P&I Committee for them to distribute as they see fit.

The use of online publication has reduced costs

Any publication that will make a profit will not be funded by BCA

David: Re the Regions submitted accounts, the Finance Committee likes to work from a position of trust. However it does require those accounts to be scrutinised by an external party. If the Finance Committee has doubts it reserves the power to see supporting documentation (cash book, receipts etc.).

To address transparency concerns all regions to publish their accounts once scrutinised on their local web sites, David will collate and put on BCA website, needed in PDF format. **ACTION** David, et al

Regional accounts are in different formats, once can all be viewed by Finance Committee some common reporting can be explored.

David: BCA does not generally spend money on promoting caving but leaves that to clubs and regions. Did however fund the "So You Want To Go Caving" brochure. Uses Facebook, cheap but someone needs to update it.

David: BCA provides a free website package to the regions on its own server. This costs BCA nothing since the server has already been paid for. BCA does not fund regional websites hosted elsewhere since this would be a waste of money where a free alternative exists. If they choose not to then they need to fund their choice.

Mileage allowance. Thought to be a barrier to some volunteers as at 25p does not cover fuel for 4 by 4 vehicles. CNCC, surprisingly, doesn't pay travel expenses. The HMRC approved rate before tax becomes payable is 45p/mile for the first 10,000 miles, 25p thereafter. DCA has already increased to 45p per mile. The rate was raised to 25p when fuel cost last reached £1.40/l, since then the price

dropped to £1 and then back up again. The fuel cost per mile at £1.40/l for a 40 mpg car is 16p, a 25mpg car is 25p and a 13mpg 4x4 is 45p.

This meeting shows the value of WebEx in saving travel costs. Bernard was in Spain.

Re C&A projects. The Finance Committee, as the funding document says (8.4.b), would seek advice from the C&A Committee should it need to establish a project is worthwhile or judge the merits of one project over another. The Finance Committees job is budgeting not judging C&A projects.

Currently BCA's policy is to spend its money for the benefit of its members. If non-members benefit as a by product, for example entrance stabilisation works, then that is fine. The CNCC document proposes that principle be broadened out to non-members. This is a matter for Council, not the Finance Committee. **ACTION** Council

Proposals:

Information & Promotion: **Proposal** that BCA gives a grant (value TBA) per annum to the P&I committee for them to distribute amongst the regions

Regional accounts: **Proposal** all regions accounts should be published on BCA website.

Further discussion needed:

Mileage allowance: Whether BCA adopt 45p per mile, in line with DCA and HMRC recommendation.

Action HJJ to explore how much this would cost BCA annually.

C&A: to explore how BCA Finance Committee monitor future C&A spend to ensure BCA can afford to fund all C&A Calls.

HJJ 2/11/18