PORTSMOUTH NAVAL GLIDING CENTRE

Minutes of Committee Meeting Dated 25th March 2008

The meeting was opened at Specialized Fabrications conference centre at 1930.

Present:	Vice Chairman: Secretary: Assistant Treasurer: Chief Flying Instructor: Full Member's Representative Ordinary Members' Representative: Special Member's Representative: Membership Secretary:	Tony World Alan Turner Chris McCulloch John Hale Nick Lambert Phil Moore Gerry Holden Kevin Hills
Apologies:	Chairman: Treasurer: Full Members' Representative: Full Members' Representative: Junior Special Member's Representative:	Andy Edney David Murray Andy Durston Cat Stevens Andy Payne

	Item	Action
1.0	OPENING STATMENT	
	• Tony opened the meeting and welcomed the Committee Members	
2.0	MINUTES OF THE PREVIOUS MEETING	
	• Distributed to members. John Hale proposed that they were accepted as an accurate reflection of the discussions held and decisions made in the previous meeting. Phil Moore Seconded the proposal/	
3.0	MATTERS ARISING	
	• The work on the log cabin continues to remain outstanding .John Hale is continuing to liaise with Richard Croker but further action may be required.	John Hale Tony World Tony World
	• The soil in-fills are still to be done. The materials are on site and Tony will liaise with Martin Heneghan who has the overall plans of where the work is required	
	• The Club shirts have still to be ordered.	
	• The Work on 805 has been done. We will de-rig the Astir this week and Chas Perry will take it over to Airborne Composites for the C of A and EASA certification and bring 805 back. The existing trailer for the Astir is U/S but Mike Woods is lending us his trailer to get our aircraft to Tim Dews.	Tony World
	• After N19 is returned, All our Glass-fibre aircraft will have been brought under the EASA regulations. The vinyl lettering is in hand.	

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	٠	The fleet upgrade is on track. Enquiries on the bank have indicated that the Euro is stable and negligible fluctuations are expected.	Andy Durston
	٠	The Youngsters Campaign is ongoing. We continue to liaise with the various parties.	
	•	The revised launch fees have been agreed for cable breaks.	
	•	Cost of fuel has risen substantially. Chris McCulloch will look into this aspect and report back to the Committee with the impact on our costs.	Chris McCulloch
	•	Membership .We are taking part in a promotional film organised by Vision4Lee during the Easter Course. Other opportunities may arise. Junior member Sam Hepburn is attending College which may have up to 15 students for which we can arrange a course and there is the Marie Curie event also.	Gerry Holden
	٠	Fees for Instructors renewals may be paid for by the RNGSA. This is being investigated.	Nick Lambert
	•	It has been established that those members who have a long term relationship with the RN will qualify for Full Membership. Andy Durston is in the process of creating a proposal to realign the membership categories.	Andy Durston
	٠	A more robust approach will be taken with those members of the Club who are seen as not pulling their weight.	
4.0		NANCIAL REPORT. is McCulloch provided the following figures:-	
	•	£93894.25 in Bank	
	•	£9800.00 Insurance Claim outstanding.	
	•	£2174.80 Flying Account Debts.	
	•	£3806.51 Invoices Outstanding	
	•	£6977.04 Flying Account Credit balances	
	•	£2343.00 Vouchers outstanding	
	•	£25500.00 Insurances to be paid.	
	•	Therefore: Available funds £74855.52	
5.00	EQ	UIPMENT UPDATE	
	A)	Gliders	
	٠	Referred to in matters arising. The EASA transitions are in place.	
	٠	It has been decided to keep all the K13's and K8's and they are being maintained in house.	
	٠	N25 will be ready shortly and N29 will be done next .Then N11 and N15 will be C of A'd.N28 is due in August.	

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	B)	Ground Equipment	
	•	Both the Range Rovers and both tractors are serviceable.	
	•	There is an air leak in the coach braking system and the vehicle is being repaired. A valve is being replaced and will cost about £500 but this is the first time in about seven years that we have been involved in significant mechanical repairs for the coach;	John Hale
	C)	Tugs	
	•	VH is undergoing its annual check (in house) and will be available in time for the course.	
	•	FO has returned from Halton. However there are some problems. The throttle is sticking, the brakes are binding and the tail-wheel steering is not working. The bill for work done from Halton is £7k but this will not be paid until the defects are resolved. We will liaise with Halton to get their agreement for the remedial work to be carried out by Chris Adams and their bill then adjusted.	Tony World
	D)	ZZ	
	•	Work on ZZ is going well and all surfaces (except the rudder) have been recovered. It will be sprayed next week hopefully. The work done is within the budget.	
6.00	DIA	ARY OF EVENTS	
	•	The proposed courses for the Army are not now taking place.	
	٠	We may offer instructors courses and offer our facilities to Halton as well. Dates may be the end of May and June.	
	•	We plan to hold a longest day event. Bob Ruprecht is in agreement. Date will be the 21 st .June and it will be a family day with teas on the coach and a barbecue in the evening. Children's entertainment is proposed. We may invite Keevil to the event and a co-ordinator to roster the flying will be required. Other RNGSA Clubs will also be invited.	Andy Durston to liase to co- ordinator
7.00	CF	I REPORT	
	•	The CFI advised that we were achieving 40 launches per day despite the poor weather.	
	•	A grant for junior member Jonathon Stockley has been obtained from the Caroline Trust(a gliding charity) for £150 to which the Club will add £100	
	•	The CFI referred to the recent damage to the Discus when Tom Edwards was flying it .He wishes to rejoin the Club (presently at Shennington) to which we have agreed. We are not seeking a contribution from him regarding the damage to the Discus.	
	•	Concern was expressed at the damage often caused by the manoeuvring trolley to gliders in the hangar. Nick Lambert will liaise with a colleague at HMS Raleigh to try to get our trolley	Nick Lambert

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		rebuilt.	
	•	The CFI noted that Keith Morton was still medically unfit to instruct and Roy Hewitt had given up on account of his age. However Tom Edwards and Bill Roebuck should be available. Also Chas Perry was back on tug flying.	
	٠	Both our K21's will be going to Ocana but we will get a Puchaz from HMS Heron and a DG from HMS Sea Hawk.	
8.00	UP	DATE ON SEEDA/MCA	
	٠	Negotiations remain ongoing. It is hoped that the old Coastguard building will be available for the April Course.	Tony World
9.00	DE	LEGATION OF TASKS	
	•	A list will be produced at the AGM. Andy Durston has agreed to create an online version which can be amended as people volunteer for the positions.	Andy Durston
10.0	INS	SPECTORS	
	•	Some problems remain regarding the maintenance of the Club aircraft in house. Paul Groves is available as an inspector. Geoff Clark is no longer interested in the work .Henry Freeborn will now oversee the work.	
	٠	The BGA are becoming concerned at the quality of work being carried out on gliders. Detailed records are to be kept.	
11.0	QA	INSPECTION – PNGC MANUAL	
	٠	The Inspection will take place on the 10 th April by Geoff Bowker's staff (Fleet HQ).	
	•	Our manual has been updated and we must be seen to be operating within the rules. All work regarding Certificates of Airworthiness is in place and all Club equipment checked.	
	٠	Query has been made regarding the advisability if annual checks for tug pilots. Barrie Elliott does not deem this necessary. John Hale to discuss with him.	John Hale Tony World
	٠	CFI's view is to centralise our records in accordance with Appendix A of the PNGC Rules and to submit this to Geoff Bowker.	
12.0	DE	BT MANAGEMENT	
	•	With the present set-up interest starts to accrue after four weeks	Ben Bennett
	٠	The view is that this should be changed to six weeks. All agreed	John Hale
13.0	WI	EBSITE	
	•	This has been set up so that if members want to be notified of any developments regarding a matter then they have to tick the appropriate box. Query was raised as to whether the site is up to date with all membership details.	Andy Durston

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14.0	GENERAL AVIATION	
	• New proposals for the joint operation of the Airfield are being submitted	
15.0	AGM	
	• The Chair will be taken my either Andy Edney or Nick Lambert depending upon availability.	Nick Lambert
	• The Agenda will be set in general terms regarding progress with the Club.	
16.0	ANY OTHER BUSINESS	
	• Publicity for us within the RN must be developed. At the next freshers' fair at HMS Collingwood we should appoint a representative to encourage membership of PNGC.	Nick Lambert
	• There has been no contact with Peter Waugh the new Treasurer. At the AGM the presentation will be made by Chris McCulloch.	
	• Gerry Holden raised the issue of Fran Aitken's use of the Discus at the European Nationals in Spain and how the costs of getting the glider to Spain will be born. After some discussion it was agreed that she should pay one third of the costs.	Nick Lambert
	• Concern was expressed by the lack of commitment of instructors for Courses throughout the year although the first was arranged. The summer course still has to be staffed. There is also the question of weekend courses. It is suggested that a volunteer be appointed to organise this.	Nick Lambert
	• The CFI suggested that a package fee be set up to cover the costs of members annual checks taking into account the recently agreed fee for cable break practice. This was deemed a good idea and a package will be agreed.	John Hale

The meeting was closed at 2215

Date of Next Meeting 28th Apr 1930 Location New Clubhouse

Alan Turner

Minutes Secretary PNGC

Minutes Agreed to be correct by:

Minutes Secretary

Vice Chairman

Alan Turner

Tony World

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