

PORTSMOUTH NAVAL GLIDING CENTRE

Minutes of the Committee Meeting dated 2nd June 2008

The Meeting was opened at the new Clubhouse on the Airfield at 1930

Present:	Chairman	David Durston
	Vice Chairman	Tony World
	Secretary	Alan Turner
	Treasurer	Peter Waugh
	Assistant Treasurer	Chris McCulloch
	Chief Flying Instructor	John Hale
	Ordinary Members Representative	Phil Moore
	Special Members Representative	Gerry Holden
	Junior Members Representative	Andy Payne
	Membership Secretary	Kevin Hills
	Events Co-ordinator	Neil Shaw
Apologies:	Full Members Representative	Andy Durston
	Full Members Representative	Nick Lambert
	Full Members Representative	Cat Stevens

	ITEM	ACTION
1.00	<p>OPENING STATEMENT</p> <p>The Chairman opened the meeting and welcomed the members. He then updated the meeting in general terms regarding our continued use of the airfield and the importance of restoring the sense of Service ownership of the Club.</p>	
2.00	<p>MINUTES OF THE PREVIOUS MEETING</p> <p>Distributed to members. The Assistant Treasurer pointed out that an item of £21459.41 and shown as Insurance Claims was incorrect and should be deleted. Minutes otherwise approved as correct.</p>	
3.00	<p>MATTERS ARISING</p> <p>John Hale continues to co-ordinate the work on the Log Cabin.</p> <p>The soil in –fills are still to be done and await the completion of the grass cutting</p> <p>The ordering of Club shirts is in hand.</p> <p>The fleet upgrade is ongoing.</p> <p>Details of the revised scale of charges have been posted on the Club web site to reflect the increased cost of Avgas.</p> <p>The promotional film organised by film4lee is still awaited and is now expected at the end of June.</p> <p>The instructors fees situation is in hand</p> <p>The debt reduction scheme has been largely sorted and remaining details are being addressed.</p> <p>The organisation of the instructors for the August Course is being dealt with.</p>	<p>John Hale</p> <p>Tony World</p> <p>Tony World Andy Durston</p> <p>Gerry Holden</p> <p>Nick Lambert</p> <p>John Hale & Ben Bennett Neil. Shaw</p>

	<p>The review of the package fee for annual checks continues.</p> <p>The plan to involve RN engineering personnel as inspectors is in hand.</p> <p>The production of the financial summary for the Easter Course has yet to be finalised. Phil Moore is to liaise with Richard Croker on details and requirements.</p> <p>The problem of instructors for the Wednesday Group is being addressed. Rosters will be set up.</p> <p>We still await the injection of £3000 from Collingwood in respect of licence fee payable for our new Clubhouse.</p> <p>The PNGC Manual will now not be produced until next spring by which time Geoff Bowker will have sorted out the standardisation of procedures between the various Clubs.</p> <p>The question of possible contributions to insurance excesses by BGA day members will continue to be based on the assessment by the CFI of the circumstances surrounding any accident.</p> <p>Phil Moore will liaise with Chris Bryning regarding the dates of courses to avoid any clashes with Yeovilton. Nick Lambert is dealing with the charging structures.</p> <p>The Chairman continues to consider the lack of involvement with Navy PTI's and gliding. He is involving Bob Dunkley in this.</p>	<p>John Hale</p> <p>David Durston</p> <p>Phil Moore</p> <p>John Hale</p> <p>Tony World</p> <p>John Hale & Tony World.</p> <p>Phil Moore & Nick Lambert</p> <p>David Durston</p>
4.00	<p>VISION AND DIRECTION</p> <p>The Chairman continued to emphasise the need for our close involvement with the RN and for the Club to be seen as essentially service based. Courses for service personnel should be organised at weekends and would require good calibre instructors. This will leave visitor flights to be run by BI's .We need to continue these flights to preserve an income flow and to keep the hours required by BGA for BI's on an annual basis. Generally our finances are very sound. Promotions must also play their part.</p> <p>Our new occupancy terms must be in place by the end of the year and the Chairman is setting out our requirements and plans in a User Requirement Document.</p>	<p>David Durston</p>
5.00	<p>FINANCIAL MATTERS</p> <p>A) Trends and Business Planning Requirements. Avgas sales are significantly down. £6k. was spent on C of A fees although much of this related to the 'one off' EASA work. Tractor repairs cost £4k and £7k was spent on the Cub FO. A business plan is being drawn up.</p> <p>B) Air Experience Flights We will check with the BGA on their pricing strategy and with the competition generally</p>	<p>Tony World</p> <p>Gerry Holden</p>
6.00	<p>CAPABILITY PLANS AND REQUIREMENTS</p> <p>A) Unserviceable Equipment.</p> <ol style="list-style-type: none"> 1. Gliders. N29 is awaiting weighing and completion of paperwork to grant C of A. 	

	<p>should be done within a week. N11 is in the workshop and will be done next then N15.</p> <p>2. Ground Equipment. All O K.</p> <p>3. Tugs & ZZ. Phil Moore produced a paper. FO has a charging problem and is awaiting a modification to solve the problem. ZZ is being sprayed. VH suffered a major problem when a gudgeon pin failed and caused significant damage. Chris Adams recommends rebuilding the engine to continuation of hour's level which will cost between £5/5.5k. Agreed</p> <p>B) Policy on future of glider maintenance. The plans to involve RN engineers were Discussed. This would mean that we Would have to work to RN standards. wooden gliders would continue to be Done in house. Proposed that Andy Payne be granted and Inspector rating and we will get the necessary paperwork from the BGA</p> <p>C) Rosters Already discussed.</p> <p>D) Ability to meet established tasks etc. Already Discussed.</p>	<p>Phil Moore</p> <p>Tony World</p>
7.00	<p>DIARY OF EVENTS</p> <p>A) Longest Day. The bookings are going well. There are 43 slot bookings. The evening event plans are well in hand. The Police are co-operating. A press Release on the event is being considered.</p> <p>B) Next CNR Course. All has been arranged for the 14/15th June.</p> <p>C) JS Competition. No involvement.</p> <p>D) Exped. Meetings with all those involved have been held . PNGC will provide 2 K21's N19 & 805. We will get a Puchaz from BGA for the Club.</p> <p>E) Recruitment Events. This is in hand. We need to Develop contacts within Collingwood & Sultan, also internet links with other Service units and produce videos.</p> <p>F) Possible Service Visitors day. We should consider Inviting senior officers of the FAA to the Club.</p>	<p>Phil Moore</p> <p>Phil Moore</p>
8.00	<p>CFI ISSUES AND PLANS</p> <p>A) Airfield GA Implementation: All matters in hand.</p> <p>B) Co-operation with other users & police. In hand.</p>	<p>Tony World</p>
9.00	<p>PNGC COMMUNICATIONS POLICY</p> <p>All matters in hand</p>	

10.00	<p>ESTATE</p> <p>A) Policy Direction: All in hand</p> <p>B) Clubhouse Management: A sub committee is being formed to supervise the new premises. A budget will be allocated for this purpose. The former Fleetlands flying group have requested use of a room in the new Clubhouse. This will be granted not only to Fleetlands but all GA users subject to their agreement to maintain it. The old Clubhouse will be cleared by next week.</p> <p>C) Governance/SHEF/peer reviews of standards and practices/maintenance plans: being kept under review. Geoff Bowker involved and the URD document will cover this.</p> <p>D) Fencing/Access/Controls</p>	Tony World
11.00	<p>MEETINGS STRUCTURE</p> <p>Agenda. In future this will be drawn up by the secretary with members invited to raise topics for consideration by the committee. Agenda will be published on Coach and Forum one week prior to meeting.</p>	Alan Turner
12.00	<p>ANY OTHER BUSINESS</p> <p>It is planned to run a day course for the College attended by member Sam Hepburn on the 13th. June. This needs to be confirmed with the Police.</p> <p>The vario's in the rear cockpit of E7 need replacing.</p>	Andy Payne
13.00	<p>DATE OF NEXT MEETING</p> <p>7TH. July 2008</p>	