

# PORTSMOUTH NAVAL GLIDING CENTRE

## Minutes of the Committee Meeting held on Tuesday 2<sup>nd</sup>.December 2008

<b>Present:</b> Chairman	David Durston
Vice Chairman	Tony World
Secretary	Alan Turner
Assistant Treasurer	Chris McCulloch
Chief Flying Instructor	John Hale
Ordinary Members Representative	Phil Moore
Full Members Representative	Cat Stevens
Membership Secretary	Kevin Hills
Events Coordinator	Neil Shaw
Special Members Representative	Gerry Holden

<b>Apologies:</b> Full Members Representative	Andy Durston
Full Members Representative	Nick Lambert
Treasurer	Peter Waugh
Junior Members Representative	Andy Payne

3.00	<p><b>APPROVAL OF THE PREVIOUS MEETING MINUTES AND MATTERS ARISING</b></p> <p>The previous Committee Meeting Minutes were approved by unanimous vote.</p> <p>The Stock take/valuation of the Club equipment remains ongoing.</p> <p>The damage caused by the incident where the fence was damaged by a glider trailer has been repaired without cost to the Club or the parties involved</p>	Alan Turner/ Tony World
4.00	<p><b>SAFETY MATTERS</b></p> <p>Flight safety continues to be good. A system for reporting air misses should be considered. We should also consider setting up an anonymous reporting system where members could draw the committee's attention to safety matters. CFI will consider the plans.</p> <p>The CFI attended the recent Airfield safety meeting and our safety record within the Club was considered good.</p> <p>The incident earlier in the year where a tow rope dragged across the road was well handled by RN/PNGC in the view of the Police.</p> <p>Safety meeting will be held at regular intervals and the next will be in April next year.</p>	John Hale
5.00	<p><b>CHAIRMAN'S REPORT</b></p> <p>The Chairman continues to be upbeat with the Club's progress, flying and relationships with the closer involvement of the Club and the RN.</p> <p>Congratulations are due to many and the future of the Club</p>	

	<p>is considered sound.</p> <p>Completion of contracts is still awaited but we now have written assurance from SEEDA that our current terms of tenure have been extended pending the finalisation of our future new terms of tenure. We may have confidence in a secure and affordable future.</p> <p>We should continue to develop profile our with other airfield users and improving self governance together with the basics i.e. getting in as much flying as possible.</p> <p>Recruitment including young people for membership remains a priority.</p> <p>Cost controls remain crucial and we must continue with our efforts to get the involvement of all Club members to assist in the effective running of the Club.</p> <p>Financial planning too is vital with impending changes in the Charities Act. Discussions are ongoing and complex.</p> <p>In summary, our efforts are yielding results and we should remain optimistic. Access to the Clubhouse remains an issue but the HPA are cooperating on specific events pending a long term solution.</p> <p>Seasons greeting to all members and a safe new year.</p>	
6.00	<p><b>GENERAL MANAGERS REPORT</b></p> <p>It has been agreed that we will retain the lease on 'O' hangar for a further two years on the existing terms with a rolling three months break. We enjoy a 100% rates exemption from Fareham Borough Council on this and all or our real estate.</p> <p>The gate passes issue has been resolved. We have been issued with a further fifty passes which we will submit for sanction in blocks of ten.</p> <p>We have had no issues with the MCA. We are trying to get the gates left open during daylight hours and the swing gates adjacent to 'Q' hangar removed with the old taxiway reinstated.</p> <p>We are seeking for our tug pilots to be exempt from the requirement to land beyond the new displaced threshold cones. Discussions continue with HPA chief Pilot</p> <p>The mini bus and 4x4 pickup truck have now been received and a vote of thanks is given to Mike Wood who set up the arrangements. The bus is outside our Belman 1 hangar and the 4x4 is at Collingwood getting it's MOT.</p> <p>Neither vehicle is to be used as airfield transport. Insurance issues were discussed and full comprehensive cover proposed. Probable cost about £500.</p> <p>It is planned to use the minibus to provide transport for up to ten personnel from HMS Collingwood to attend Club flying on Wednesdays and also up to six personnel at weekends. It is hoped that the Chief PTI from Collingwood will be able to attend the May Course next year and to go to Ocana also.</p> <p>The A/G radio courses are taking place at Tony's offices</p>	Tony World

	<p>due to the heating problems at the Clubhouse. Preparation of the cash flow figures remain ongoing with maintenance of gliders and Tugs showing as a major expense. Tony held a meeting with the Club inspectors and Geoff Clark has agreed to supervise the work as Chief Inspectors. He will be paid an hourly rate of £17.50 with costs of £5,000 being spent to achieve all CofA's on the club fleet. The other Club inspectors will assist as required but Club members generally should be dissuaded from working on aircraft with their involvement restricted to help with rigging/de-rigging and cleaning. Cat Stevens agreed to be the Technical Officers spokesman on the committee. This agreement was ratified by the committee and considered a prudent way forward in ensuring all gliders are maintained and flyable to reach the objective of increased flights. The Club Christmas party is set for Saturday 6<sup>th</sup>.December and the heating will be started on Friday in preparation.</p>	Cat Stevens
7.00	<p><b>CFI'S REPORT</b> The CFI reported that there were three basic instructors in training. The proposed lectures for the Bronze theory examinations will not now take place as Trevor Barnes may be leaving the Club. Club flying on Wednesdays was becoming increasingly difficult due to the unavailability of ASS CAT or FULL CAT instructors. The CFI is in discussions with Tony World to try to resolve the problem. A solution must be found in view of the planned attendance on Wednesdays of Collingwood personnel. The CFI plans to hold an instructors meeting in January or February next year. The CFI advised the committee that as he would be completing three years service in post in September 2009 and would stand down. The post is Chairman Appointed and a replacement would be actively sought so that this person, if he/she had not held the position previously could work with John prior to taking over.</p>	David Durston
8.00	<p><b>CAPABILITIES</b> Andy Durston has already produced a chart showing how the sub-division of jobs relating to the various committee posts might work. This should be considered by all committee members and set as an agenda item for the next meeting. Earlier meetings have raised the plans to encourage members to volunteer their services for this work and members will be circulated with a list of jobs for them to consider where their help could be best placed. We should try to achieve this before the next AGM in March</p>	All committee members

9.00	<p><b>FINANCES</b></p> <p>The Assistant Treasurer produced the usual statement of the Clubs books:-</p> <table border="0"> <tr> <td>At bank</td> <td>£76,711.19</td> </tr> <tr> <td>Insurance claims o/s</td> <td>£ 9,800.00</td> </tr> <tr> <td>Flying Account balance</td> <td>£ 1,568.05</td> </tr> <tr> <td>Invoices Outstanding</td> <td>£ 4,989.16</td> </tr> <tr> <td>Advance paid flights</td> <td>£ 1,571.63</td> </tr> <tr> <td>Immediately available</td> <td>£77,811.00</td> </tr> </table> <p>The Assistant Treasurer stated that in connection with the ongoing valuations of Club equipment we should establish what has been purchased using grants.</p> <p>The question of using Direct Debits to obtain reimbursement from members' flying fees was discussed. We have received an invitation from Holts Bank (Cox's &amp; Kings) to take over as our bankers. They will offer us free banking whereas Lloyds are charging us. General agreement was that this should be accepted.</p> <p>Concern was expressed by certain members who have let their account stagnate with dormant debtor balances. A monthly list will be produced for consideration by the committee and Tony will take matters up with those members involved. The Chairman favours a graduated approach.</p>	At bank	£76,711.19	Insurance claims o/s	£ 9,800.00	Flying Account balance	£ 1,568.05	Invoices Outstanding	£ 4,989.16	Advance paid flights	£ 1,571.63	Immediately available	£77,811.00	Chris Mc/TW
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10.00	<p><b>EQUIPMENT</b></p> <p>N3's fuselage will be taken to Tim Dew's for repair on Wednesday of this week and the wings for DA are still to go to Halton. This may be done at the weekend.</p> <p>We will prepare a monthly report on aircraft availability.</p> <p>Hangar maintenance is OK as are the vehicles and the bowser</p>													
11.00	<p><b>RNGSA ISSUES</b></p> <p>Copies of the RNGSA Meeting have been circulated with last month's minutes and we should now consider our own input. The Chairman will attend the BGA Chairmen's conference on the 24<sup>th</sup>. January next year. The next RNGSA meeting will be on the 9<sup>th</sup>. January.</p> <p>It has been decided to accept the proposals set out in Neil Shaw's paper on glider hire and attached to last month's minutes.</p>	David Durston												
12.00	<p><b>ANY OTHER BUSINESS</b></p> <p>Neil Shaw mentioned that on Saturday this week SEEDA are holding a presentation in Lee on their proposals for the Airfield. The Chairman indicated that this would be a 'broad brush' event with little detail information.</p> <p>The Membership Secretary advised that he had heard from a member recently joined who had developed a medical condition which now did not permit him to fly. Agreed that his subscription could be refunded in full.</p> <p>Problems with the gates being left shut during the day</p>	Chris McCulloch												

	persist.	
13.00	<b>DATE OF NEXT MEETING</b> Tuesday 6 <sup>th</sup> .January 2009	