

# PORTSMOUTH NAVAL GLIDING CENTRE

## Minutes of the Committee Meeting held on 6<sup>th</sup>.January 2009

<b>Present:</b> 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
Events Co-ordinator	Neil Shaw

<b>Apologies:</b> Full Members Representative	Andy Durston
Full Members Representative	Nick Lambert
Full Members Representative	Cat Stevens
Special Members Representative	Jerry Holden
Junior Members Representative	Andy Payne
Membership Secretary	Kevin Hills

The Chairman opened the Meeting by offering a vote of thanks to Tony World for making his business premises available for the meeting in view of the difficulty in providing satisfactory heating arrangements in the Clubhouse.

2.00	<p><b>APPROVAL OF PREVIOUS MEETING MINUTES AND MATTERS ARISING</b>  <b>Attention was drawn to item 4(Safety Matters). The words 'air misses' should have read 'incidents' otherwise the minutes were approved by unanimous vote.</b>  The Stock take/valuation of the Club equipment remains ongoing and will hopefully be completed by the end of February.  The setting up of the anonymous reporting system on safety matters remains ongoing.  The MOT's and insurance arrangements for the mini bus and pick up truck are still outstanding. The vehicles will be insured for one year.  The list of dormant debtors within the Club is still being produced for Tony World who will take matters forward.  Neil Shaw's proposals for glider hire are accepted and will be published on the forum and a hard copy placed in the Log Cabin.</p>	<p>Alan Turner/Tony World  John Hale  Tony World  Chris McCulloch  Neil Shaw</p>
3.00	<p><b>SAFETY MATTERS</b>  a) Concern was expressed regarding the 'Dead End' sign which has recently been set up on the side of disused runway 10 and under the approach of runway 05 grass</p>	

	<p>right. Tony World has drawn the attention of the HPA as Airfield managers to this but they have denied responsibility and advised contact with the MCA which Tony is doing with copy correspondence going to the Airfield Manager and Geoff Bowker.</p> <p>b) A SHEF representative will be appointed.</p> <p>c) Nothing to report</p>	
4.00	<p><b>CHAIRMANS REPORT</b></p> <p>The Chairman had little to report other than to confirm that the negotiations regarding our security of tenure remain well on track.</p>	
5.00	<p><b>GENERAL MANAGERS REPORT</b></p> <p>Tony advised that when the new licences are granted we would have access to part of the Northern pan adjacent to Bellman 4 which would be used for the parking of trailers. We have received a request from the Flight Sergeant running the Inter Services Gliding Competition for our mobile bowser but this vehicle is not yet roadworthy. In conjunction with the Chairman Tony then introduced the draft business plan for the next two years based on the out turn of the current year and the known future trends. This was discussed in detail and agreed in principle and assumptions and will be presented at the AGM.</p>	
6.00	<p><b>OPERATIONS</b></p> <p>The CFI advised that the program to train Air/Ground operatives was 95% complete. The normal production of the rosters would be resumed.</p> <p>We may expect to receive the usual request for aircraft for the inter Services competition and will make available 805, N3 and a tug with Barry Elliot to fly. This was agreed .Comment was made regarding the impending return of ZZ to the tugging fleet and given that the timing of this was uncertain it was agreed that there would be no plans to dispose of FO until after the Inter Services competition was finished.</p> <p>John Hale indicated that by the time of the next AGM he would have completed three years in post and would wish to stand down. Consideration is now being given to his replacement and John indicated that he would be willing to remain in post for a few more months if there were problems with a replacement.</p>	
7.00	<p><b>TRAINING PLANS</b></p> <p>The CFI advised that he was working on packages for annual check fees and proposed £20 for instructors and £25 for other solo pilots. The package would consist of two winch launches and one aerotow. This was agreed and will be promulgated on the forum with a hard copy in the log cabin.</p>	Neil Shaw

8.00	<p><b>CAPABILITIES</b>  Andy Durston has produced a draft plan showing how the Club might be managed in the future . This shows how the existing Committee posts could be developed and extended to take advantage of the expected involvement of other Club members as discussed in earlier meetings and will be implemented over this year and further discussed at the AGM. These plans are linked to the Business Plans already introduced and the leadership required to ensure that the plan is sustainable and addresses a number of possible major changes anticipated over the coming months to secure our long term future at the airfield.</p>													
9.00	<p><b>FINANCIAL</b>  <b>a)Monthly report.</b>  The Assistant Treasurer produced the usual statement on the Clubs books:-</p> <table data-bbox="415 747 927 951"> <tr> <td>At Bank</td> <td>£84,185.72</td> </tr> <tr> <td>Insurance Claim o/s</td> <td>£ 9,800.00</td> </tr> <tr> <td>Flying Account Balance</td> <td>£ 520.97</td> </tr> <tr> <td>Invoices Outstanding</td> <td>£ 1,588.60</td> </tr> <tr> <td>Advance paid flights</td> <td>£ 2,713.63</td> </tr> <tr> <td>Immediately available</td> <td>£ 81,659.57</td> </tr> </table> <p>The monies due from RNGSA have been received amounting to £3,228.50  <b>b)Future financial planning</b>  A proposed increase of £5 in the cost of Air experience was discussed and agreed.  Emphasis was again made in the importance of increasing our membership base and increasing our financial turnover. It was agreed that this should be sustainable.</p>	At Bank	£84,185.72	Insurance Claim o/s	£ 9,800.00	Flying Account Balance	£ 520.97	Invoices Outstanding	£ 1,588.60	Advance paid flights	£ 2,713.63	Immediately available	£ 81,659.57	Chris McCulloch
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10.00	<p><b>EQUIPMENT</b>  a) Aircraft: Work on ZZ is progressing well and it is hoped that the aircraft will be ready possibly for the Easter Course but if not by the Summer.  b) Other: The Chairman will be contacting Mike Wood regarding the MOT work required on the two new vehicles.</p>													
11.00	<p><b>FAAOA FEEDBACK</b>  It has emerged that the standard of reporting on last year's courses left something to be desired. Phil Moore will supervise this aspect for 2009.</p>													
12.00	<p><b>RNGSA FEEDBACK.</b>  This was dealt with at the last meeting.</p>													
13.00	<p><b>DIARY OF EVENTS.</b>  In future this will be produced at a separate list at the end of the Minutes.</p>													

14.00	<b>COMMUNICATIONS</b> Representatives have been arranged for the forthcoming fresher's fayre at Collingwood and Sultan.	
15.00	<b>ANY ISSUES FOR RNGSA</b> The CFI is working on the Club report. Nick Lambert has raised the issue of the Caroline Trust Cadet of the year Award. Do we have any candidates? It is felt that we should update the trust with the progress of our cadets in any case	
16.00	<b>ANY OTHER BUSINESS</b> The plans to purchase the turbo Duo Discus were discussed. With the current decline in the value of Sterling against the Euro it was agreed to hold these plans for the time being and re-consider for 2010.	
17.00	<b>DATE OF NEXT MEETING</b> 17 <sup>th</sup> February 2009	