

PORTSMOUTH NAVAL GLIDING CENTRE

Minutes of the Committee Meeting held at 19.30 on 28th September 2009 at the new Clubhouse

Present:	Chairman	David Durston
	Vice Chairman	Tony World
	Secretary	Alan Turner
	Finance Manager	Peter Waugh
	Treasurer	Chris McCulloch
	Full Members representative	Cat Stevens
	Junior Members representative	Nathan Liddle
	Past Membership Secretary	Kevin Hills

Apologies:	Full Members Representative	Nick Lambert
	Chief Flying Instructor	Andy Durston
	Special Members Representative	Gerry Holden
	Membership Secretary	Clare Bradley
	Ordinary Members Representative	Phil Moore
	Events Co-ordinator	Neil Shaw

Item Detail (Ref Standing Agenda)	Action
1 PREVIOUS COMMITTEE MEETING MINUTES	
<p>a) APPROVAL The previous meeting's minutes were approved.</p> <p>b) MATTERS ARISING</p> <p>a. Negotiations with Daz Smith regarding the spares for parachutes continue.</p> <p>b. Peter Waugh continues to liaise with the BGA regarding CRB checks. The BGA policy is ill-defined at present, so PNGC will identify which posts and personnel require to be CRB checked by next month, without waiting for BGA to ratify; any adjustments can be made later. RNGSA and Service resources have been set aside to meet the administrative costs of £25 per person.</p> <p>c. No progress had yet been made on improving fire-fighting training.</p> <p>d. The Chairman pressed his point about seeking best ways of improving First Aid training; no new resources were available and there is <u>no</u> suggestion of having any sort of rota, especially given that the Coastguard is on site for most of the time with such capabilities. However, Service resources are available for Service personnel, so this should be maximised.</p> <p>e. Consideration is being given to constructing a replacement Log Cabin. Resources may be allocated once known.</p>	<p>Andy Durston</p> <p>Peter Waugh</p> <p>Tony World</p> <p>Peter Waugh</p> <p>John Hale</p>

<p>f. Options to provide a new briefing room facility should be actively explored and a project established if allowed within the terms of the licence.</p> <p>g. No progress had been made during the leave and course period since the last meeting on developing the business structure of the Club to meet the legislative changes of the Charities Act and to develop trading beyond the scope of a Service Fund.</p> <p>h. A vote of thanks was recorded to Kevin Hills for his ten years work as Membership Secretary.</p>	<p>Tony World</p> <p>Tony World</p> <p>Tony World</p>
<p>2 CHAIRMANS POINTS</p> <p>1. The recent visit by Parliamentary and Local Government leaders; and representatives of local residents was successful in supporting the overall cause of keeping the Daedalus site as an airfield. The overall thrust favoured SEEDA's stance of seeking to attract aviation-related industries that needed runway access, but that would not introduce high flying rates or other potential disruptions to the peace and quiet of the local area.</p> <p>2. SEEDA was well represented at Director level and continues to accommodate PNGC in an extremely constructive manner. The view of private fliers and other possible user groups were also included in the presentations. Our representation at the Airfield Users' Forum is of increasing importance to assist SEEDA in our own interests.</p> <p>3. Aware of some frustrations at apparent lack of security of tenure, the Chairman highlighted the financial merits of the current position, on which we should capitalise in full. This is being addressed by some good work by the Committee members to report finances against the Business Plan. There have been many changes and uncertainties introduced even within the current financial year, so the General Manager and Treasurer would re-cut the way in which accounts are presented, so that better reporting and financial delegation could follow soon. The Financial Manager had previously pointed out this year was going to be a trial run in establishing internal disciplines and this was proving the case.</p> <p>4. Further work by the General Manager and CFI was in hand to create 'Terms of Reference' for individual post holders so that all know and can agree better what they are expected to do and to assign resources with which to do it. In this way, best use of internal skills should help preclude excessive expenditure and assist the overall goal of flying at the lowest possible cost commensurate with the clubs goals.</p> <p>5. Kevin Hills' contribution over the last 10 years as Membership Secretary was noted with thanks and appreciation, as also his offer of helping the new incumbent as best he could in future. Claire Bradley had kindly offered to take on the role and this was accepted with gratitude. She would be unlikely to attend Committee meetings during the week because of her work commitments.</p> <p>6. Reports for future meetings: To clarify, provision to the Secretary of the following reports for each Committee meeting had previously been agreed (without constraint on any previous arrangements or preference of the post-holders to report more detail as appropriate:</p> <p>a. SHEF. 'Traffic Light' status / Any outstanding actions in hand /</p>	<p>Alan Turner</p> <p>Tony World / Chris McCulloch / Peter Waugh</p> <p>Tony World / Andy Durston / ChrisMcCulloch</p> <p>Alan Turner</p> <p>Alan Turner / Martin Hennigan</p>

<p>new items and actions taken / items requiring further resource or direction</p> <p>b. Membership: New applications for approval / Numbers and trends in each category of membership / responses or feedback to 'marketing' exhibitions. (Action (Sec/CB)</p> <p>c. List of privately owned assets in all areas of PNGC leases (Q /Belman 4 / J / O Hangars / Land). This list did not need to be promulgated to the membership but was an essential term of the Licences. It represents a simple method of controlling storage of private assets within agreed priorities</p> <p>7. Improved emphasis on communications media, such as display boards within the Club and, more especially, for external events was needed.</p> <p>8. Noting the forthcoming instructors' meeting, the CFI's early endeavours to harmonise flying standards and practises was welcomed and fully supported.</p>	<p>Claire Bradley Alan Turner</p> <p>Alan Turner / Tony World / Andy Durston</p> <p>Gerry Holden</p> <p>Andy Durston</p>						
<p>3 GENERAL MANAGERS POINTS</p> <p>1. With effect 21st September 09, landing fees for General Aviation traffic were being levied at £550 per aircraft per annum. All Motor gliders, tugs , PNGC owners in 'O' hangar; Paul Groves' and Chris Adams would be exempt as these are operated under PNGC terms.</p> <p>2. Tony World agreed to liaise with Alan Clark with a view to establishing a project to create a new briefing room in the North West area of the Clubhouse, if possible within the terms of the Licence to Occupy.</p> <p>3. Tony World agreed to liaise with the heating engineers to review possible options for reducing heating costs in winter.</p> <p>4. David Howell will be advised to dispose of old parachutes, retaining one canopy for bar decoration.</p>	<p>Tony World</p> <p>Tony World</p> <p>Tony World</p>						
<p>4 OPERATIONS</p> <p>1. An Instructors meeting will be held on Saturday 3rd.October and will recur approximately quarterly. The CFI aims to improve and harmonise flying and leadership standards for the benefit of all.</p>	<p>Andy Durston</p>						
<p>5 TRAINING</p> <p>1. A lecture programme will be introduced including Bronze examination topics and training will be introduced for Winch driving and other key capabilities.</p> <p>2. Nick Lambert and Siggı Ingason are expected to become ASS CAT instructors soon.</p> <p>3. Cat Stevens should shortly achieve B I.</p> <p>4. Two new BI candidates have been identified.</p>	<p>Andy Durston</p>						
<p>6 FINANCIAL</p> <p>1. <u>Accounts</u>. Statement of the Clubs books:-</p> <table data-bbox="324 1806 974 1932"> <tr> <td>At Bank</td> <td>£66,039.86</td> </tr> <tr> <td>Flying Account Balance</td> <td>£ 2,284.78</td> </tr> <tr> <td>Invoices Outstanding</td> <td>£ 2,574.28</td> </tr> </table>	At Bank	£66,039.86	Flying Account Balance	£ 2,284.78	Invoices Outstanding	£ 2,574.28	
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<p>2. The CFI would co-ordinate flying courses and dates after suitable liaison with others; the Committee would address any intractable clashes if ever necessary.</p> <p>3. Bids for youth groups, including Naval Cadets and similar would also be co-ordinated in this way to ensure that a proper balance was established against available instructors and other resources, while ensuring a suitable balance with Club members' interests and needs.</p> <p>4. Initial proposals for next year's Courses (3-10 Apr 10 and 7-15 Aug 10) appeared to clash with other Commitments; Inter-Services (7-15 Aug 10). The CFI would liaise with</p> <ul style="list-style-type: none"> a. Phil Moore in time for the FAAOA meeting in Oct / Nov b. The Chairman in time for the Naval Cadets schedule to be promulgated nationally in November. 	<p>Andy Durston</p> <p>Andy Durston</p> <p>Andy Durston</p>
<p>10 COMMUNICATIONS</p> <p>1. David Ingledew had agreed to hand over responsibility for the website to Paul Carder who will review the site in a rolling programme to introduce delegated responsibility for various sections</p>	<p>Andy Durston to liaise for the Committee</p>
<p>11 RNGSA</p> <p>1. RNGSA promulgated a framework budget to meet DNLM / Temeraire's requirements. It reflected our bids for a replacement glider next year (provided we bid in time) and for one aircraft to be refurbished in 2012.</p>	<p>Peter Waugh</p>
<p>12 ANY OTHER BUSINESS</p> <p>1. Hangar management. Tony World agreed to liaise with the CFI and Paul Sergeant and Chris Adams to create better access to the rear of the Main Hangar for vehicle maintenance. Freeing up space would probably entail moving FO to Q hangar, so that best availability could also be retained for members' aircraft.</p>	<p>Tony World</p>
<p>13 DATE OF NEXT MEETING</p> <ul style="list-style-type: none"> • 3rd November 2009. Clubhouse. 1930. 	<p>Alan Turner</p>