

PORTSMOUTH NAVAL GLIDING CENTRE

Minutes of the Committee Meeting held on Tuesday 1st.December 2008 at the New Clubhouse.

Present

Chairman	David Durston
Vice Chairman	Tony World
Secretary	Alan Turner
Treasurer	Chris McCulloch
Full Members Representative	Cat Stevens
Special Members Representative	Gerry Holden
Junior Members Representative	Nathan Liddle
Events Co-ordinator	Neil Shaw
Ordinary Members Representative	Phil Moore

Apologies:

Chief Flying Instructor	Andy Durston
Finance Manager	Peter Waugh
Ordinary Members Representative	Nick Lambert
Membership Secretary	Claire Bradley

ITEM	ACTION
1. The previous meeting's minutes were approved.	Tony World
<p>2. REPORTS.</p> <p>1. <u>Safety</u>. The Secretary confirmed that he had spoken to Martin Heneghan who had stated that there were no changes in status since the last meeting other than a revised accident report form which was now available from the BGA and he(MH) would be obtaining the new forms for holding in the Log Cabin</p> <p>2. <u>Private Assets</u>. The list of privately owned assets within the hangar was still in preparation. Tony World will have this by the weekend.</p>	TW
<p>3. MATTERS ARISING FROM LAST MEETING</p> <p>1. The CFI advised that Parachutes cannot be re-lifed and out of date ones would be retained by the Club for other uses.</p> <p>2. Tony World advised that he was still waiting to hear from Boarhunt Garage regarding a suitable vehicle chassis for the new log cabin .</p> <p>3. The proposed improvements to the Clubhouse have been agreed and a budget of £1,000 approved. Work will commence after Christmas. Most of the work will be carried out by members.</p>	<p>TW/JH</p> <p>TW</p>

4. Control of access to the machine shop is progressing. Cat Stevens is arranging for 5 keys to be cut and issued to those members who are classified as competent to use the machinery.

CS

5. Membership – Current Issues

a. Membership Sec and CFI reported that no civilian applications were confirmed after last meeting, pending assessment on numbers borne with respect to the Service Fund accounting regulations, as applicable to PNGC.

b. Full membership applications were, however, approved for those currently in active Service.

CB

Note, that membership terminates automatically on 31 Mar 2010, so fresh application needs to be made for next year to an appropriate Category. At present there are no plans to introduce a rolling programme for membership.

5. Membership – future issues, regulations and audit.

a. PNGC remains a Service Fund under a Sole Managing Trustee (Cdre, HMS Nelson). It is routinely audited as such to ensure compliance with Service regulations.

b. These are not new regulations, and PNGC is critically dependent on complying with Service Fund accounting rules for its tenure, as well as practical and financial benefits. It would not serve our purposes to exceed their terms.

c. In our case, these Regulations are sufficiently refined to allow contributions of members to Service goals to be recorded, such that 51% of utilisation of the Centre is directed to qualifying Service activities. An auditable, line-by-line approach is acceptable, taking account of the status of each individual (eg Reserves, etc) as well as the activity of each: Thus, for example, a Full member can be relatively dormant as an active service person and ‘count,’ but a civilian needs to show >51% utility to the Service ‘output.’

d. On this basis, the Membership Secretary is asked to go through the membership list and annotate which would ‘count’ and which would not, in order to report routinely to the Committee for the purposes of maximising the number of civilian applications that it is able to approve.

CB

e. Any proposed changes to established membership criteria or eligibility would be for the AGM and RNGSA, with due regard to SF status.

f. In taking this line, the Committee is promoting the best interests of PNGC overall as the business climate of the Royal Navy and planning issues at Daedalus continue to develop over time.

6. The bid for Lottery Funding support for the Duo Discus is under consideration and has been favourably received for its content and presentation. The Nuffield Trust bid is also going forward. Once again the Chairman acknowledged the work done by Andy Durston in putting this together. All new serving members should be strongly encouraged to join the RN Sports Lottery to help PNGC qualify.

CB

<p>7. Tony World confirmed the he was in detailed discussions with SEEDA regarding the grass-cutting and with the HPASU which bid will be in by the end of January 2010.</p>	<p>TW</p>
<p>8. Phil Moore will act as the BRNC Dartmouth liaison officer for Courses next year.</p>	<p>PM</p>
<p>9. Cat Stevens advised that the 'Freshers Fairs' are now known as 'Multi-activity presentation Days' and both Sultan and Collingwood will take place in the last week of January.</p>	<p>Sec/GH</p>
<p>10. Gerry Holden advised that he was working with Paul Carder in reviewing and updating the Club website and that good progress was being made. The CFI is also liaising with Paul to develop new ideas and make the website more interactive (booking forms, dynamic contend and devolved responsibility).The CFI has developed a new rostering tool on-line requiring each of the instructors/tug pilots to log in and state their availability in order to make the rostering much easier. This will, be implemented for the next rostering period.(Subsequent to the meeting the Secretary has arranged with Paul for him to publish these and subsequent notes on the web)</p>	
<p>11. Work on the notice boards is ongoing but the plans for a bi-monthly newsletter are on hold for the time being.</p>	<p>GH</p>
<p>12. Work on Bellman 4 hangar cannot be done until the weather improves.</p>	<p>TW</p>
<p>13. It was agreed that work record cards for members must be signed by Committee members after confirming work done but before approval.</p>	<p>Treas/CB</p>
<p>14. The rate for air experience flights has been increased to £75 for 3000ft. airtow.</p>	<p>CFI/Treas</p>
<p>15. The committee acknowledged the considerable work(in excess of 100 hours) done by Glynn Jacques in grass cutting over about six weeks thereby granting us considerable favours from SEEDA and an appropriate vote of thanks was recorded for Glynn.</p>	<p>TW</p>
<p>4. CHAIRMANS POINTS</p> <p>1. The Chairman indicated that PNGC was progressing a number of business issues well, associated with general concerns in the Navy HQ about the charitable status at a time of the Charities Act affecting all Service Funds. He re-emphasised that PNGC remains very firmly and clearly a Service Fund and was bound by associated terms and regulations. In return, it enjoyed the protection of MOD amid a number of changes at the airfield. There was no question of not complying, while the recent SF Auditor's report made welcome and encouraging reading.</p> <p>2. PNGC would continue to press for registration as a Service Charity, noting that much of its financial opportunity was related to providing an amenity to the local community. With judicious management, the two were compatible in the right proportions.</p> <p>3 Strict regulation of civilian membership remained essential in such a context, and some were noted as still being provisional, pending</p>	<p>All</p>

<p>ratification by the Committee. Only those in active Service at the point of application were accepted until a review of the overall balance was completed.</p>	<p>CB</p>
<p>4. As the flying programme for 2010 is assembled by the CFI, inclusion of naval cadets was welcomed, again with due regard to the SF and charitable status of the club. Diversification remained an important aspect of PNGC's financial viability to provide a local amenity; local youth groups also remained a suitable focus in this regard and should be supported by short briefings to local units from time to time.</p>	<p>CFI / Chairman</p>
<p>5 Some excellent work was being done, particularly by Tony World and Chris McCulloch, to report spending against the agreed financial plan. By this mechanism a much better grasp could be maintained among various changes, and was an essential aspect of regulating costs to keep flying charges to an absolute minimum.</p>	<p>TW/Treas</p>
<p>6. No significant changes had arisen regarding our licences and PNGC remains well placed to meet a number of possible developments. It continues to lobby for the MCA (blue) fence adjacent to the clubhouse, which is on SEEDA land with MOD title interest, to remain where it is in the interests of minimising public spending.</p> <p>[pmn - PNGC now has a licence to occupy the land onto which the fence would be moved if MCA were to press this further, which is helpful in minimising public outlay. PNGC has already agreed the insertion of boundary markers to delineate the SEEDA / MCA boundary in front of the hangars, thus largely negating any possible need for a fence.]</p> <p>7. A further visit recently by local residents' representatives and planning councillors was well received.</p>	
<p>5 GENERAL MANAGERS POINTS</p>	
<p>1. Tony World confirmed the sale of N19 to Southdowns Club for £6.5k. The deal has been completed and all formalities carried out.</p>	<p>Tony World</p>
<p>2. Negotiations for the sale of N25 to the Vectis Club continue. The plan is to release the glider to them for a down payment of £6.5k We would carry out maintenance against their payment and they would cover all other costs. The total revenue should be around £20.5k.</p>	
<p>3. Now that the Astir has gone the CFI will need to consider the progression of pilots from the Junior to the Discus</p>	<p>CFI</p>
<p>4. Tony has heard from the Crofton School manager who is setting up a sponsorship scheme for 14 -16 year old students who will raise funds for the school and in return will get a glider flight. We plan to offer bulk bookings for them on Fridays consisting of a 2k.ft air-tow for £20/£25. This will be balanced by the CFI against other planned youth activities. Additionally Gerry Holden will, in the new year, give a talk on gliding to the school.</p>	<p>CFI GH</p>
<p>5. Improving the material state of 'Q' hangar and its contents was considered, but should not proceed until the renovation of ZZ was complete.</p>	

<p>6.CAPABILITIES AND ORGANISATION</p> <p>1. Membership applications were already considered under Matters Arising. The Committee deferred ratifying any new civilian applications until the balance can be properly reported under the guidelines given.</p> <p>2. The CFI has indicated that TOR's should be completed in time for the January meeting.</p> <p>3. The Club 'bronze' lecture program has been a huge success so far with between 20 to 30 attendees. The inertia generated needs to be developed into further social and work events.</p>	<p>CB</p> <p>AD/TW/DD</p>										
<p>.FINANCIAL</p> <p>1. Accounts. Statement of the Club's books:</p> <table data-bbox="347 685 979 869"> <tr> <td>At Bank</td> <td>£57,611.70</td> </tr> <tr> <td>Flying Account Balance</td> <td>£14,694.24</td> </tr> <tr> <td>Invoices Outstanding</td> <td>£ 1,890.92</td> </tr> <tr> <td>Advance paid flights</td> <td>£ 1,956.00</td> </tr> <tr> <td>Immediately Available</td> <td>£ 33,022.22</td> </tr> </table> <p>2. The Treasurer has now produced showing the actual income and expenditure for 2008 against the planned cash flow 2009/2010 . This will be developed further to provide a sustainable business plan and, thereby, to minimise the cost of flying and is closely related to the TORs work to regulate spending better.</p>	At Bank	£57,611.70	Flying Account Balance	£14,694.24	Invoices Outstanding	£ 1,890.92	Advance paid flights	£ 1,956.00	Immediately Available	£ 33,022.22	<p>TW/Treas</p>
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<p>8 EQUIPMENT</p> <p>1. N3 is unserviceable at present requiring a new belly hook the existing one being life expired.</p> <p>2. The old fuel bowser is no longer required by PNGC, but might go to Yeovilton. It remains a Navy asset, to be stored in J hangar.</p> <p>3. Work on J hangar is under way to assist maintenance of the vehicles</p> <p>4. Fines /charges/deposit systems are being looked into to ensure the timely return of kit lent out and assurance that it is returned in good condition.</p>											
<p>9.DIARY</p> <p>1. The Club Christmas party will be on the 12th.December.</p> <p>2. A New Year's Eve function is planned for the 31st.December.</p> <p>3. The Dinner and Dance date is provisionally on 20.Mar 2010 at HMS Collingwood</p> <p>4. The AGM is planned for the 27th.March 2010 – hopefully in the Clubhouse of modernisations are achieved by then</p> <p>5. The Inter Services Competition will be 7 – 15 August 2010</p> <p><u>Note:</u> The CFI is responsible for the flying programme, but PNGC's overall programme would be determined by the Committee, with the Secretary holding custody on its behalf.</p>											

10 COMMUNICATIONS

Gerry Holden now has a DVD for loan to improve consistency in external presentations.

11 ANY OTHER BUSINESS.

1. Tony World gave more details of the previously discussed grass cutting operations. A plan was agreed that would cover the costs of grass cutting equipment and return a small profit for PNGC in Year 3.

2. TW said that he had been approached by the RAF who wished to take the transponder from the Grob Motor Glider as it is of a type that is common to all their similar aircraft and for which they have no spares. It would be replaced with a newer type free of charge but Tony suggested proposals to get and fit a new Skymap system which would greatly enhance the capabilities of the aircraft as a navigational aid. This will cost, with fitting by Tim Dew, about £1500 which was agreed.

3. In response to Phil Moore's enquiry about medical and personal information for course students, they were directed to be sent to the Membership Secretary for safe custody.

4. The Secretary advised the meeting that he wished to step down at the AGM next year as the normal course of events. A volunteer was sought to take the position on.

5. A custodian of Flight planning and Aeronautical information document was also sought; both posts would be promulgated on the web-site.

TW

TW / CFI

PM / Sec


GH / web

GH / web

12. DATE OF NEXT MEETING

5th. January 2010

Sec


Chairman
2 Jan 2010