

PORTSMOUTH NAVAL GLIDING CENTRE

Minutes of the Committee Meeting held on the 01 June 2010

Present:	Chairman	David Durston
	Vice Chairman (General Manager)	Tony World
	Special Members Representative (& DCFI)	Gerry Holden
	Ordinary Members Representative	Phil Moore
	Full Members Representative	Cat Stevens
	Treasurer	Chris McCulloch
	Safety Officer (at Chairman's request)	Martin Heneghan
	Junior Members Representative	Nathan Liddel
Apologies:	Full Members Representative	Nick Lambert
	Secretary	Rob Hines
	Chief Flying Instructor	Andy Durston
	Membership Secretary	Claire Bradley

1	<p>APPROVAL OF PREVIOUS COMMITTEE MINUTES AND MATTERS ARISING.</p> <p>1. The previous Meeting's Minutes were approved.</p> <p>2. (1.2) TORs for Clubhouse works to be issued</p> <p>3. (1.5) Promotional photos of gliding over Portsmouth and over the dockyard to be completed with more urgency and not wait for courses. This is to capitalise on the large scale graphics being produced through RNGSA Chairman</p> <p>4. (1.7) The Vectis gliding club cannot afford the insurance for N25, hence the existing agreement of the sale have broken down. Other sale options are to be pursued, but Vectis may have first option if their fortunes improve.</p> <p>5. (4.4) Caravans – No agreement by GVA, but GM to continue liaison. Policy on private equipments applies; needs to be made to work better to provide GVA with confidence.</p> <p>6. (5.1) Exped – CAT confirmed that N3 and 805 would be packed on 2nd June. We are to be allocated the Pegasus from Culdrose immediately and a Puchaz from Yeovilton when required. The cost of transport of both Pegasus and Puchaz rests with the Expedition</p> <p>7. (7.1) BP Plan to reflect new capital equipment and support costs</p> <p>8. (7.2) Direct Debit system to be evaluated</p> <p>9. (11.3) O hangar power u/i</p>	<p>GM / Chair</p> <p>GH</p> <p>CFI / GM</p> <p>GM</p> <p>CS</p> <p>GM / Treas</p> <p>GM / Treas</p> <p>GM</p>
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2	<p>SAFETY MATTERS</p> <p>1. The Safety Officer was invited by the Chairman to raise the Committee’s awareness of the structures now in place and the sense of self-ownership of standards and practices. The reason was various moves by HQ to increase focus on our governance arrangements and the need for better visibility to all. Various aspects were considered, and the current reporting mechanisms, specific actions were as follows:</p> <p>2. The Incident Log held by the DI to be checked for flying issues by CFI and by Safety Officer periodically (no less than quarterly; ideally monthly) for wider SHEF, estate and other safety issues.</p> <p>3. A Safety Statement was needed to overarch current practices. Work to improve the Club Handbook has slowed, but the Annex for safety issues, and the various protocols should be kept on the web.</p> <p>4. Web section on safety needs to be structured separately and clearly.</p> <p>5. Issues of fire cover and operating primacy when B-N and PNGC were operating need clarification</p>	<p>MH / CFI</p> <p>MH / Chair</p> <p>MH</p> <p>MH</p>
3	<p>CHAIRMANS POINTS / UPDATE</p> <p>1. The Chairman outlined the reasons for needing to remain firmly within the governance and structures of the RN and that activities, programmes and policies should reflect this. The RINGS and HQ led Review of Gliding Clubs entailed risks if we ceased to be a Service Fund, while RNE and DE support needed PNGC to hold Service charities status. In practical terms, this means that MOD tenancy is assured if activities are predominantly for Service (RN) benefit and not expressly for individual member benefits. Membership numbers were a fine balance between Service personnel and civilians. The contributions of people making active contributions to the Service goals of PNGC were well recognised at an individual level as detail comes under increasing scrutiny.</p> <p>2. Submissions included a statement of intent. This is attached.</p> <p>3. The financial planning remained a strong feature of PNGC and allowed us to make excellent use of capital opportunities, while also delivering low cost, safe flying. Prices have been held well and good investments continue to be made. Last year’s ‘test run’ of the BP was sound, whilst next years was delayed by about a month for reasons of other work pressures. Ultimately, it not only provides better control over finances, but also lends itself to aligning with TORs in due course by which spending authority can be delegated effectively. It will take time to do.</p>	<p>GM / Treas</p>
4	<p>GENERAL MANAGERS POINTS</p> <p>1. Britten Norman were now operating; 40 newcomers on site and greater care was needed for harmonious and safe operations.</p> <p>2. PNGCs recent successes were due in part to good relationships with other stakeholders and GVA / HPA in particular. All Club members should do all that they can to further reinforce these important relationships in day-to-day activities.</p>	

	<p>3. The pedestrian gate work should start week commencing 14 June. Similarly, demolition of the asbestos hangar. The link roadway between Q pan and the car park would need a top surface to stop shale and chippings from endangering aircraft. This would be assessed after the digger and hardcore levels were completed.</p> <p>4. Q hangar roof repairs were under consideration and costing for work in the Autumn.</p> <p>5. New lawn tractor operational. Strimmer purchase approved to £250 to meet grounds maintenance commitments, including safety equipment as necessary</p> <p>6. Building work in Clubhouse to be included in BP, so deferred until submitted next time.</p>	<p>GM</p> <p>GM / Treas</p>
5	<p>FINANCE</p> <p>1. A good audit report was received, although a discrepancy was noted by the Treasurer between the verbal debrief and the report, in specific regard to Charities status.</p> <p>2. GM and Chairman would prepare the case for Charities registration, with which to approach CNBC for authorisation, just as he authorises the SF at present.</p> <p>3. The funds were in good shape and managed effectively. BP to be submitted next time. Reasons for delay - external pressures by those undertaking the detailed work.</p>	<p>Treas</p> <p>GM / Chair</p> <p>GM / Treas</p>
6	<p>ROSTERS</p> <p>1. The grass-cutting areas were set out in the tractor cab; next area to be mowed would be the longest since cutting. Strimming workers not yet identified.</p>	<p>GM</p>
7	<p>FAAOA</p> <p>1. FAAOA places were confirmed as 12 for the August course. BRNC 2 (+ 2 poss reserves). CCF 6. Total 20.</p> <p>2. DCFI and GM to indentify more instructors to meet the tasking. Some risks identified, and ways of mitigating them.</p>	
8	<p>RNGSA FEEDBACK</p> <p>1. 3 x FLARM to be provided</p> <p>2. Bid for parachutes through Wyvern and RNGSA looked hopeful and cost effective.</p> <p>3. A/c allocations agreed. Some billing to be tidied up from previously.</p>	<p>CS</p> <p>Cat Stevens</p> <p>Treas</p>
9	<p>DIARY</p> <p>1. Ideas for invitations to Families and Friends Day should be passed asap to Neil Shaw</p>	<p>All / NS</p>

10	<p>COMMUNICATIONS</p> <p>1. GH proposal endorsed. Namely to spotlight activities on those that serve the strategy of RN focus and attracting more Service personnel. Local school visits might be reduced (eg Crofton / High Street show / etc , while noting the need to provide a local amenity for Rates benefits. Emphasis on linking to establishments, such as Freshers Fairs.</p> <p>2. Less emphasis on local BGA initiatives (eg IOW Convention)</p> <p>3. Chris Moores to be requested to assist from RNGSA perspective with identifying external links.</p>	GH
11	<p>ANY OTHER BUSINESS</p> <p>1. Allocation of a fund-raising flight for RN Submarine restoration trust agreed</p>	Chairman
12	<p>DATE OF NEXT MEETING</p> <p>DONM – Tues 6 Jul 2010 Clubhouse</p>	Sec
	<p>ATTACHED – Statement of direction (submitted to HQ for RNGSA Reviews and CC Registration).</p>	Sec

David H Durston

David Durston
 Captain
 2 Jun 10

PNGC – Chairman’s Statement of Intent Apr 2010

Operations

PNGC will conduct its operations, with benefits to MOD(N) and RN Fleet as specified in the URD.

PNGC will operate in accordance with RNGSA instructions, and as far as possible in compliance with all CAA and BGA governance regulations.

PNGC intends to remain at the former HMS Daedalus site, with licences to operate from MCA and licences to occupy land and buildings from SEEDA. Both are arranged through RNE and DE.

Licences and local rates benefits entail some provisions to the local community, as a significant contribution to keeping the airfield viable amid significant pressures to develop the site for a range of commercial purposes.

PNGC intends to remain under the SMT status of CNBC. It will contribute to such reviews as the Chairman, RNGSA might instruct.

PNGC will, as far as practicable, remain a Services Charity. Registration has been directed at the earliest opportunity, without any dependency on the structure of its Trusteeship status.

PNGC will promote CCF activities through FONSNNI Youth and CNR

Finances:

PNGC will continue to operate as a Service Fund, with periodic audits by the SFA. To date, all recommendations have been complied with in full.

Financial management has undergone a number of changes, and will operate a Business Plan which successfully ran a ‘pilot’ scheme in FY 09/10 to validate estates.

From FY2010/11, it will devolve some budget elements associated with specified TORs to be developed.

Cooperation.

PNGC will contribute proactively to all Airfield user forums, particularly those which promote safety.

PNGC will draw on Fleet, including RNAS Yeovilton, in an advisory capacity for airfield operations

PNGC will continue proactively to support activities to inform local MPs, Council leaders, planners and residents groups.

PNGC will actively support wider Royal Navy and FAA requirements and interests, including use of its site by visiting aircraft and those groups sponsored by MOD(N) and Fleet.

PNGC will make best endeavours to assist in the operation and practical maintenance of the airfield.

PNGC will continue to assist SEEDA, MCA and HPA, and local planning authorities in identifying future needs and designs for the airfield site.