

PORTSMOUTH NAVAL GLIDING CENTRE

Minutes of the Committee Meeting held 5 Dec 2010. PNGC Clubhouse

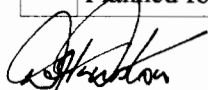
Present	Chairman	David Durston
	Vice Chairman / Gen manager	Tony World
	Secretary	Rob Hines
	Ordinary Members Representative	Phil Moore
	Full Members Representative	Cat Stevens
	Treasurer	Chris McCulloch
	Junior Members Representative	Nathan Liddel
	Special Members Representative	Gerry Holden
	Chief Flying Instructor	Andy Durston
	Special Events	Neil Shaw
Apologies	Full Members Representative	Nick Lambert
	Membership Secretary	Claire Durston
	(Safety Rep)	(Martin Hennegan)

1	<p>APPROVAL OF PREVIOUS COMMITTEE MEETING MINUTES AND MATTERS ARISING</p> <ol style="list-style-type: none"> The previous Meetings Minutes were approved (1.6) Updated BP outstanding (1.10) Costings for (concrete) road surface to obtained (1.11) Q Hangar roof restoration to proceed based on OOC estimate and agreement of nominally £2000. (2.1) CCF Safety Section to be incorporated within Risk Register and Safety Management Plan (2.2) Hangar Bosun urgently needed. (No responses to advertising) (4.1) New Bookings Manager identified. Assign £100 to portable phone number, in addition to new line costs. Record particular thanks to Bill Roebuck for his work and staying on to assist continuity. (5.4) PNGC registration with the Charities Commission is in hand, aiming to be completed by Christmas. This has now been separated (finally!) from HQ's desire to form a Board of Trustees, which had otherwise been tending to hinder registration. The latter is now for later, balanced consideration. (9.4) Parachutes for young people. No simple solution exists. All aspects of flying with young and smaller people are to be included in the Risk Register. CFI to liaise with Safety Rep to look at the possibility of introducing a minimum size/weight/age for people to fly at PNGC 	<p>GM / Treas GM</p> <p>GM</p> <p>Safety Rep ALL</p> <p>Sec</p> <p>Chair/GM/Treas</p> <p>NS / CFI / Safety Rep</p>
2	<p>SAFETY MATTERS ARISING</p> <ol style="list-style-type: none"> A powered aircraft, not from PNGC, hit the fence outside the police hangar while on the taxiway. A reminder of radio and operating practices will be brought up at the next Instructors' meeting. Of note, the taxiways, with the exception of the spur to 'Q' Hangar, do not form part of the licence with SEEDA. The Safety Log has been developed very well over the past year or more, and will in future forms part of the Risk Register. This is to become a fundamental part of future management structure of PNGC. 	<p>CFI</p>

	<p>3. Private Assets are to be registered iaw hangar Charging Policy previously issued. There are too many exceptions at present; in future CFI specific permission is needed for all aircraft to be allowed on site / in hangars.</p>	GM / CFI
<p>3.</p>	<p>CHAIRMAN'S POINTS</p> <ol style="list-style-type: none"> 1. The Chairman gave the following outline direction, which was agreed: <ol style="list-style-type: none"> a. The highest single priority was to register as a Service Charity, and could move forward now that HQ aspirations to restructure the Service Trustee arrangements had been cleared aside for the moment. PNGC should be in no doubt that the majority of its efforts are required by law to promote the efficiency of the Armed Forces if this is to succeed. Success is not a foregone conclusion, but the management of PNGC is in good shape to present the club effectively for scrutiny. b. Associated direction includes the creation, submission, monitoring and management of a formal Business Plan. c. SEEDA Licence to occupy was in good shape, subject to some minor amendments. It might be prudent to offer this for independent legal scrutiny, but meanwhile delegations had been applied for from the SMT and were awaited. A 'phone call last week confirmed that they are about to be issued. Main concern was to limit the unknown liabilities, perhaps associated with land tenancy even though the asbestos building had been removed. This should be not to exceed the liquidated asset value of PNGC. d. Trusteeship. Good progress had been made; the SMT seeks closer awareness of what we do, which is much welcomed. He and his team have been invited to see the issues at first hand. Alignment with RINGS as the Service body remained a high priority. e. PNGC urgently needs to ensure the best possible grip of hangar and associated management of its 'footprint.' With old buildings and a wide range of users, safety and risk management were of prime importance and tied closely to our licence agreements and legitimate Trustee obligations. f. Effective management of our footprint; control of assets (including privately owned ones); material state; and SEEDA licences were inextricably linked to future licence to operate with the MCA. 2. Police withdrawal. PNGC had gone a long way to enabling General Aviation to continue operating, albeit that visiting aircraft (PPR) cannot be accepted when HPA are not present (that is part of the existing arrangement for operating the airfield under the Tri Partite Agreement between MOD / MCA / HPA). Details for DIs are promulgated by the CFI and more widely on the PNGC website. Aircraft may be permitted by CFI to visit for PNGC core business interests. 3. Overall. PNGC has a bright future, but there many remaining changes to grapple with. We must all ensure that we do our utmost to keep things in good organisational order, particularly with real estate management as the emerging new SEEDA / LEP shifts. 	
<p>4</p>	<p>GENERAL MANAGERS POINTS</p> <ol style="list-style-type: none"> 1. Grass cutting receipts had been received. ☺ This new revenue stream pressed us well over the £100k legal limit for remaining an Excepted Service Fund/Charity. A further cut will be undertaken in March. 2. The new road behind the Clubhouse (pmn as the SOLE access route to the car park!) cannot be surfaced in tarmac without high cost of kerbstones to contain it. Concreting will be investigated as a possible alternative; the option remains to leave the surface in loose stone. 3. An offer had been received for the Fordson (Blue) tractor. The committee agreed that it was a reasonable one and should be accepted as previously established. 	GM

5	<p>OPERATIONS</p> <p><u>CFI Points:</u></p> <ol style="list-style-type: none"> 1. Log Cabin needed replacement. The Committee agreed and would consider a future CBA proposal, given that all other options had been exhausted, including RAF disposals. 2. The programme had been scheduled, despite many continuing changes, such as dates for the Inter-Services' Competition. See the website for details, including approval for CCF, FAAOA/CNR and expeds 3. Tug FO was u/s again. Committee agreed unanimously that it was to be restored to flying order and sold without further flying as it continued to drain engineering effort away from ZZ 4. K13. Approved to negotiate sale for bidders arriving in the next 2 weeks. 5. MOD Waivers. This was well gripped, despite a storm in a teacup in the RAF, and had been working well with PNGC as a registered 'Services Flying Club' for such purposes for well over a year. This is tied to indemnity of operations at other MOD airfields, such as RNASs. 6. Airspace infringements. Some discussion, boiled down to sustaining good airmanship if flying close to Controlled Airspace boundaries in a way that GPS and modern navigation systems allow. Moving map fitted to the Tug. Ongoing liaison and relationship development with Solent. 7. Duo Discus review. The CFI proposed a review of cost and utilisation after two complete seasons. The Chairman interceded by stating a requirement to hold an interim review after the forthcoming season, while accepting that weather patterns of a single season alone could distort such data. 8. Q Hangar. Approved for roof work to go ahead with funds as previously established. (confidence in lease arrangements based on discussion with SMT staff that delegations would be forthcoming imminently) <p><u>Other Operations</u></p> <ol style="list-style-type: none"> 9. Private hire of Duo Discus for Bruggen 3rd week of March 2011 was welcomed and can go ahead subject to CFI assessment of the detail. 10. A trip to France in June was agreed in principle. 	<p>CFI</p> <p>CFI / TM</p> <p>GM</p> <p>CFI</p> <p>CFI / Treas</p> <p>GM / CFI</p> <p>CFI</p> <p>CFI</p>
6	<p>TRAINING</p> <ol style="list-style-type: none"> 1. Course dates are as promulgated on the Web 2. Two FAAOA course are scheduled and numbers established, despite wholly clear indication that CNR will not sponsor them this year. Rick Lovatt has kindly agreed to act as Course manager vice Phil Moore, to allow the latter more time his extensive contribution to the FAAOA and FAAS. 3. CCF Courses will run after a successful start last year, hampered only by weather. Accommodation issues require monitoring (Bristol refit). 4. Scouts – CFI will co-ordinate, but Cat Stevens and Geoff Clark will liaise with individual groups. This is a welcome programme, as it provides a local amenity, and is accordingly an essential enabler for PNGCs use of the site and the associated benefits in local taxes. 5. Motor Glider review and NPPL courses. The chargeout rate had proved to be very accurately forecast, and was a good basis for forward planning. Committee approval given to develop NPPL training courses, based on forward booking of 15 hours in a block at 10% discount to new published rates (currently £54ph vice £60ph). The potential draw off from gliding was noted, but deemed to be all part of the Club's goals and likely to bring longer term benefits and reinvestment in PNGC as a whole. It also stood to improve still further the utilisation rates of the aircraft as well as being an exciting prospect for Service personnel. 6. (pmn 12 -17 Jun 2011 – Competitive Gliding Course, RAF Halton, tbc) 	<p>CFI</p>

7	<p>CAPABILITIES, ROSTERS AND MEMBERSHIP</p> <ol style="list-style-type: none"> 1. Duty Pilot post established from 1 Feb 11 2. Jobs and responsibilities. A dearth of volunteers was frustrating many areas. Special Memberships were particularly important in this area. 3. Committee approval was still generally to be sought for Special Membership applications, and their activities, not just payment, were considered as part of the overall fine balance to charitable status (deemed essential to DE sponsorship of licences to operate). The membership Secretary's efforts to assist were much appreciated. Committee members were encouraged to bear this in mind with suitable sensitivity when signing off work lists for subscription renewals. 4. Committee members were encouraged to give particular consideration to asking Special Members if specific projects needed support. 	<p>All</p> <p>MemSec</p> <p>All</p>
8.	<p>FINANCE</p> <ol style="list-style-type: none"> 1. The SFA Audit Report was presented for approval, The recommendations were welcomed and adopted. 2. The Chairman sought continued awareness that PNGC would be likely to face significant rental charges in future and that the present latitude was temporary. 3. A Business Plan was required; the new groupings were better aligned to managing funds and allocations. 	<p>Treas / GM</p>
9	<p>EQUIPMENT</p> <p><u>Aircraft</u></p> <ol style="list-style-type: none"> 1. ZZ was progressing, with a chance of it being airworthy by Easter. The work effort draw-off to G-FO Tug was a reason for pressing ahead with the sale. <p><u>Ground Equipment</u></p> <ol style="list-style-type: none"> 2. John Deere tractor has been out of action for too long. NL reported a need for spare parts, awaited since April. (pmm: TW has manufactured a new one) 3. The small fuel bowser still had utility, such as the recent advance bulk purchase of fuel to ensure keenest pricing. It needed to remain outside because J Hangar was full. 	<p>NL</p>
10	<p>RNGSA ISSUES</p> <ol style="list-style-type: none"> 1. FLARM expected to arrive shortly. No other points were raised. 	
11	<p>DIARY</p> <ol style="list-style-type: none"> 1. Christmas Party 18 Dec 2. Annual Dinner Dance planned for 12 Mar 2011, at the WO and Senior Rates' Mess, HMS SULTAN. (Thanks to CS for arranging) 3. Improved calendar facility had been installed on the web. All events should be reflected in it, including administrative ones affecting PNGC. Sec / CFI co-ord 	<p>Sec / CFI</p>
12	<p>COMMUNICATIONS</p> <ol style="list-style-type: none"> 1. A two page article was planned with Portsmouth News, dates depending on the weather. The Committee agreed bearing the costs of associated flights. Navy News should be contacted with a view to perhaps using the same opportunity. 	<p>GH / CFI</p>
13	<p>DONM</p> <p>Planned for Fri 13 Jan 2011 at 1930, PNGC Clubhouse</p>	<p>Sec</p>


D H DURSTON
Captain
Chairman