

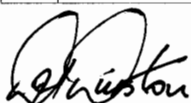
PORTSMOUTH NAVAL GLIDING CENTRE

Minutes of the Committee Meeting held 03 May 2011. PNGC Clubhouse

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| Present | Chairman | David Durston |
| | Vice Chairman / Gen Manager | Tony World |
| | Full Members Representative | Cat Stevens |
| | Ordinary Members Representative | Phil Moore |
| | Special Members Representative | Gerry Holden |
| | Treasurer | Chris McCulloch |
| | Chief Flying Instructor | Andy Durston |
| 1 Apologies | Junior Members Representative | Nathan Liddle |
| | (Safety Officer | Martin Heneghan) |
| | Special Events | Neil Shaw |
| | Full Members Representative | Nick Lambert |
| | Secretary | Rob Hines |
| | (Membership Secretary | Claire Durston) |

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| 2 | <p>APPROVAL OF PREVIOUS COMMITTEE MEETING MINUTES AND MATTERS ARISING (previous ref last minutes 29 Mar 11)</p> <p>1. The previous Meetings Minutes were approved except apologies erroneously recorded for Neil Shaw, who attended.</p> <p>2. No outstanding actions.</p> | |
| 3 | <p>SAFETY MATTERS ARISING</p> <p>1. <u>Flight Safety</u>.</p> <p>a. Di checks to pay closer attention to battery security – one came adrift during spinning.</p> | CFI |
| 4. | <p>CHAIRMAN'S POINTS</p> <p>1. Lease documents recalled by SEEDA for further amendment.</p> <p>2. Charity Commission registration – RAGSA constitution had been sought as a successful template example. No other known impediments.</p> <p>3. Chairman had offered to co-author a Business Case for sustainable change, by which to engage the key stakeholders.</p> <p>4. Core business of MoD operating licence was emphasised as the central basis for PNGC operations, to which the SF provided enhancements for efficiency.</p> <p>5. CC had accepted the functional basis of civilian membership and workback as a means of establishing discounts. Attached trading split accepted as the basis.</p> <p>6. HMRC content with all arrangements from a CC perspective.</p> <p>7. Intention of establishing a Trading Company after registration was agreed.</p> | |
| 5 | <p>GENERAL MANAGERS POINTS</p> <p>1. Caravans accepted back on site in connection with supporting gliding, subject to registration as for other trainers and vehicles policy. Volunteer lead POC sought. External power supply required – principle agreed, cost to be reported.</p> <p>2. Special Membership category to align with BGA regs (U25). i.e. £65 backdated to 1 Apr 11</p> | GM Treas / MemSec |
| 6 | <p>OPERATIONS</p> <p>1. Youth activity established for Friday evenings.</p> <p>2. Trial flights offered for Wednesday evenings.</p> <p>3. Winch radios – frequency and code misalignment corrected – no further problems envisaged.</p> | |

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| | <p>4. Winch emergency back-up communications white light to be provided.</p> <p>5. Website now holds manuals for all equipments</p> <p>6. Field Vehicles – use of Red 4x4 for airfield not approved. Vehicle to be kept in roadworthy condition, but not necessarily taxed or MOT'd.</p> <p>7. Debt recovery. Pay-as-you-go system approved, Backlog to be cleared down on introduction of credit/debit card system. Guidelines to be promulgated.</p> <p>8. Transaction costs for debit cards to be absorbed. Costs for credit cards to be passed on.</p> <p>9. Flying to be blocked if in outstanding debt.</p> <p>10. Disappointingly low interest levels from PTIs for intro/hosted day.</p> | <p>CFI</p> <p>NL</p> <p>Treas/CFI</p> <p>Treas</p> <p>CFI</p> <p>Chairman</p> |
| 7 | <p>TRAINING</p> <p>1. CCF Bookings difficulties to be reviewed with Navy Command HQ</p> <p>2. Friday evening Scout group flying to go ahead for instructor skill building and for provision of local amenity (Rates reduction on buildings depends on this)</p> | <p>Chairman</p> |
| 8 | <p>CAPABILITIES, ROSTERS AND MEMBERSHIP</p> <p>1. CCF Summer course for Instructors remains critically short. Risk of course cancellation. To be held under review – this is PNGC core licence business, so would hold priority over non-MOD courses. Report next time</p> | <p>CFI / Chairman</p> |
| 9. | <p>FINANCE</p> <p>1. Statement of the books as attached. SFE examination to proceed.</p> <p>2. All effort to be made to retain the services of the SFE</p> <p>3. Breakdown for HMRC purposes attached</p> | <p>Treas</p> <p>Chairman</p> <p>GM</p> |
| 10 | <p>EQUIPMENT</p> <p>1. K21 loan to Wyvern agreed</p> | |
| 11. | <p>FAAOA FEEDBACK</p> <p>1. Generous funding from FAAOA to cover deficit in MOD funding, so courses could go ahead as usual. Critical dependency on finding enough instructors.</p> | <p>PM</p> |
| 12 | <p>TRI-SERVICE AND/OR RINGSA MEETING FEEDBACK</p> <p>1. RAFGSA constitution to be sought as template/model for PBGC CC registration</p> | <p>GM</p> |
| 13 | <p>DIARY</p> <p>1. 02 Jul 11 Annual Family & Friends' Day and hangar party. Est £10-£12 ph</p> <p>2. On-line calendar available through PNGC website members' area</p> | <p>NS</p> |
| 14 | <p>COMMUNICATIONS, PLANS, EXHIBITIONS</p> <p>1. New logo to be procured for front wall of Clubhouse, consistent with RN corporate communications guidelines.</p> <p>2. Poor feedback from Collingwood arrangements – can we do better?</p> | <p>CFI</p> <p>Sec</p> |
| 15 | <p>AOB</p> <p>1. Remove free soaring minutes arrangements and promulgate</p> <p>2. Remove annual checks package and promulgate</p> | <p>CFI</p> <p>CFI</p> |
| | <p>DONM - <u>Tuesday 07 Jun 2011 at 19:30</u>, PNGC Clubhouse</p> | <p>Sec</p> |



D H DURSTON
 Captain RN / CFAV
 Chairman

Encl 1. Statement of the Books, as at 31 Jan 2011