

PORTSMOUTH NAVAL GLIDING CENTRE

Minutes of the Committee Meeting held 07 June 2011. PNGC Clubhouse

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

2	<p>APPROVAL OF PREVIOUS COMMITTEE MEETING MINUTES AND MATTERS ARISING (previous ref last minutes 3 May 11)</p> <p>1. The previous Meetings Minutes were approved.</p> <p>2. Matters Arising</p> <p>(5.1) caravan electrics, up to £200 to provide facility. User charges will apply.</p> <p>(6.4) Reversionary winch comms. £150 agreed for airband radio/scanner.</p> <p>(6.6) Red 4x4 now roadworthy taxed and MOT'd for hireout</p> <p>(6.7) debt recovery system to be implemented on introduction of onsite credit and debit card payment mechanism. (LogStar difficulties in hand)</p> <p>(7.1) Gerry Holden established as the CCF courses co-ordinator.</p> <p>(8.1) CCF Summer Long course appears unsustainable.</p> <p>(14.1) Next MWS Collingwood Exhibition – dates to be reported.</p>	GM CFI NL / GM CFI/Treas Sec/GH Chair/GH Sec
3	<p>SAFETY MATTERS ARISING</p> <p>1. <u>Flight Safety.</u></p> <p style="padding-left: 20px;">a. Awaiting new meetings structure from Airfield manager.</p>	CFI
4.	<p>CHAIRMAN'S POINTS</p> <p>1. Lease documents still with SEEDA for further amendment.</p> <p>2. Charity Commission registration – the RAFGSA constitution had been received and will be used as a template, since it seems to have found acceptance with the CC. RAFGSA formal agreement had been received.</p> <p>3. Business Case offer was rejected; but a meeting is to be convened by the SMT to establish the optimum governance model. Discussed at length, with PNGC Committee reluctant to detach from the Service establishment links, but feels it has no choice. The purpose of the non-public funds is for enhancement of the Service amenities, so it will be looking for ways in which that aspect of in-Service leadership can be enhanced and integrated with Service functions, purposes and operations.</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. The licence was agreed at SSD level, but still not issued by MCGA, pending revision of the Airfield Manual (PNGC inputs sent).</p>	

	<p>5. The Accounts had been audited without need for extending the period for CC registration purposes. HMRC agreement letter regarding the trading split of primary, and non-primary purpose trading had been received. This also accepted the workback scheme as being appropriate, contrary to SMT assertions about it constituting employment. It is merely a discounting scheme, with control measures as previously established.</p> <p>6. The SMT wants a new governance structure prior to registration, which might now become delayed. PNGC had sought the earliest progress towards registration on the basis that if it did not succeed (and there are no guarantees whatsoever), then another series of changes would be needed. This has been overridden; the SMT wants a brief in July, and the forthcoming meeting should assist.</p> <p>7. The fundamental difficulty as perceived by PNGC at present is the detachment of funding and operating business mechanisms away from the Service body of the RNGSA, in turn through to Temeraire, PDev and Service core business, which also provides coherent Command and Control structure for other funded core tasks, such as CNR and CCF. Thus, PNGC operates as core business and a recognised Service amenity and activity, so detachment of its funding business mechanisms might tend to deplete the RNGSA and leave PNGC isolated. These concerns will be for the forthcoming SMT meeting, but PNGC club members can be assured, as reported to the SMT, that tenure remains secure and continued work effort in our infrastructure well worthwhile.</p>	
<p>5</p>	<p>GENERAL MANAGERS POINTS</p> <p>1. Grass cutting contract had not been awarded by BN. The tractors and equipment are to be retained in gwo, and used to maintain grass strips and access routes. Anxiety over weed control and its insidious effect on destroying expensive to restore surfaces.</p>	
<p>6</p>	<p>OPERATIONS</p> <p>1. Friday evening flying had been established for Air Scouts and Guides, as a local amenity, in support of PNGC's case for local Rates reduction. CS was the point of contact and the move is welcomed. They come with their own supervisors. Some single pilot flying ops could also be supported, and some other youth group activity, also to build instructor hours for core business. Additional helpers with ground moves and equipment would be much welcomed.</p> <p>2. K21 delivery to Poland this week as planned. Expect 6-8 weeks turnaround, depending on the work needed once surveyed. Estimate remains ca £1000 + transport + spin mods.</p> <p>3. CCF G5 Long Course – insufficient instructor resources, so cancellation proposed. Chairman to take to NC HQ, and final check of availability. Reluctant step to take, as this is MOD core business, and part of the operating licence justification.</p>	<p>CFI/CS/GH</p> <p>Treas/CFI</p> <p>Chair/GH</p>
<p>7</p>	<p>TRAINING</p> <p>1. Assistance proposed to encourage new instructors. The club faces the effect of some years without much succession planning and the time taken to develop new instructors limits the capability at present. Point of principle agreed that AssCat Admin Fee (currently ca £425 each), and 50% reduction in flying fees for flights at PNGC would be applied. (Typically, full costs ca £300 workup flying and £300 on course). This would attract a Return of Service of 2 years, which the applicant would have to agree to.</p>	<p>CFI / Treas</p>

8	<p>CAPABILITIES, ROSTERS AND MEMBERSHIP</p> <ol style="list-style-type: none"> 1. Distribution of duties came under much discussion. Committee members to cull the views of those whom they represent and report back. The principle was to achieve a more equitable spread of commitments. 2. The Committee welcomed and wanted to support further the work to engage disabled flying, particularly for injured servicemen and veterans. A separate group ('Airability') had made itself known which PPNGC wished to support, particularly along the Service charities and SPVA axis, including in practical terms within scope of the lease. Aircraft fit had previously been discussed, and this was seen as a further coherent development mutually compatible and beneficial to PNGC's purposes. 	All reps
9.	<p>FINANCE</p> <ol style="list-style-type: none"> 1. Statement of the books as attached. 2. Message to the Treasurer and Trust remained crystal clear that it wished to retain the Service of the independent SME, withdrawal of whom seemed to be under threat. 3. HMRC letter of approval of PNGC trading split had been received and would be re-sent to the CC. 4. Audit report was praising of PNGC's management, which was welcomed after a year of many unusual challenges, bit which had seen the business gain in strength and certainty. The SFE reported business to be in good shape. 	
10	<p>EQUIPMENT</p> <ol style="list-style-type: none"> 1. New log cabin to be procured. A suitable project was needed and a volunteer to run it was sought. GH was suggested, insofar as its function will be to support flight ops and planning from the launch point. Better chart facilities and sortie preparation was needed, as well as a range of electronic systems in support. 2. G-ZZ was behind schedule and impacting flying ops after the sale of G-FO. Thanks go to Chris Adams who had been spotted working behind the scenes, despite a busy full time job. The budget framework looked still to be valid, although the relatively high cost of avionics and their licensed installation had yet to be met. 3. BGA engineering audit had shown 3 issues of admin non-compliance; to be rectified within 28 days. 4. Pilot-maintenance issues for syndicate, or club-owned aircraft had been exposed under EASA regulation, which were to be investigated definitively and reported. 5. Volunteers needed to lead and implement : <ol style="list-style-type: none"> a. Q hangar roof project b. Briefing Room completion c. External painting of Clubhouse 6. New sign design and compliance with RN logo confirmed. 	GH
-	DONM - <u>Tuesday 05 July 2011 at 19:30</u>, PNGC Clubhouse	Sec



D H DURSTON
 Captain RN / CFAV
 Chairman

Encl 1. Statement of the Books, 4 Apr 11.

STATEMENT OF THE BOOKS

Excludes property assets and Grant liability

DATE: 30-Apr-11

This Month Last Month Last Year

AT BANK	This Month	Last Month	Last Year
Current Account	£74,415.78	£68,462.31	
Cater Allen Account	£33,210.43	£33,210.43	
Online payments	£400.81	£540.26	
TOTAL AT BANK	£108,027.02	£102,213.00	£68,614.74

Allocation of funds

ZZ fund remaining	£9,685.19
Tug Maintenance	£0.00
Glider Maintenance	£0.00
MT Maintenance	£0.00

LIABILITIES	£	Excl: VAT liability	£
Advance Paid Flights	£4,717.68	£4,803.35	
V.A.T. Control	-£411.79	£3,495.90	
Other	£0.00	£0.00	
Insurance	£0.00	£0.00	
Unpaid invoices	£0.00	£0.00	
TOTAL LIABILITIES	£5,129.47	£1,307.45	£7,768.29

Airfield Utilities/other	£0.00
TOTAL	£9,685.19

NON PROPERTY ASSETS	£	£	£
Flying Account Balance	£66.07	£6,430.00	
Invoiced Receivables	£2,410.20	£2,410.20	
Unbanked monies	£0.00	£0.00	
TOTAL NON PROPERTY ASSETS	£2,476.27	£4,019.80	£3,699.91

Remaining funds	£91,220.36
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SUMMARY

At Bank	£108,027.02	£102,213.00	£51,386.26
Less Liabilities	£5,129.47	£1,307.45	£9,359.53
Immediately Available	£102,897.55	£100,905.55	£42,026.73
Add Non Property Assets	£2,476.27	£4,019.80	£13,818.96
Working Balance	£105,373.82	£96,885.75	£55,845.69