

PORTSMOUTH NAVAL GLIDING CENTRE

Minutes of Committee Meeting - 17th January 2012

The meeting was opened at the PNGC Clubhouse at 19:30.

Present:

Chairman:	Capt. David Durston RN (DD)
Vice Chairman/General Manager:	Tony World (TW)
Treasurer:	Chris McCullough (CMc)
Chief Flying Instructor:	Lt Andy Durston RN (AD)
Full Members' Representative:	WO1 Cat Stevens RN (CS)
Ordinary Members' Representative:	Phil Moore (PM)
Junior Special Member's Representative:	Nathan Liddle (NL)
Special Events Coordinator:	Neil Shaw (NS)
Special Member's Representative:	Gerry Holden (GH)
Membership Secretary:	Chris Moore (CM)
Minutes Secretary Designate:	Lloyd Brown (LB)

Apologies:

Full Member's Representative	RAdm Nick Lambert RN (NL)
Retiring Minutes Secretary:	Lt Rob Hines RN (RH)

	Item	Action
1	<p>APOLOGIES</p> <ul style="list-style-type: none"> Apologies were received from Lt Rob Hines and RAdm Nick Lambert. It was agreed that while Lt Rob Hines would be invited to attend committee meetings when available, his secretarial duties would be undertaken by Lloyd Brown who was welcomed to the committee. 	TW
2	<p>MINUTES OF THE PREVIOUS MEETING</p> <ul style="list-style-type: none"> It was agreed that the minutes were an accurate record of the previous meeting and they were to be signed accordingly. 	LB
3	<p>MATTERS ARISING</p> <ul style="list-style-type: none"> FLARM is to be fitted to VH w/e 22 Jan 12 TW is to meet with Caroline Dinenage 27 Jan 12. The tractor has been repaired. – Item closed. Netting is still required to keep birds out of the hangar. A cherry picker will be arranged to perform this and other tasks. The club still requires funding for instruments. A bid paper is to be prepared by the CFI. HCA are happy for the brown asbestos in Q hangar to be sprayed as suggested. The HSAW rep is to be asked to complete the Risk Register and include the mitigation action. 	<p>TW</p> <p>TW</p> <p>TW</p> <p>AD</p> <p>LB</p>

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	<ul style="list-style-type: none"> ✦ The GM had met with the Charities Commission – main agenda. ✦ Wifi to the log cabin to enable card transactions may be a greater problem than anticipated due to radio interference. CFI is reviewing options but currently working with 3G dongle and suitable security was assured. ✦ The new Field Treasurer has been particularly active in chasing outstanding debts and this together with the introduction of fines has greatly reduced monies owed on members accounts. A vote of thanks to Alan Turner was agreed. ✦ The buckled hangar door will be repaired on 18 Jan 12. The cause remains unknown. ✦ Patrick Naegli had visited PNGC and given the agreed presentations. Item closed. ✦ Before being released to service for spinning N7 requires an additional modification and installation of placards. Tested by CFI and worked well. ✦ Zenith leave Daedalus on 20 Jan 12 so an alternative source of bus servicing, possibly in house, is needed ✦ The John Deere tractor is to be prepared for sale, now being surplus to requirements. Sale action approved. 	<p align="center">AD</p> <p align="center">LB</p> <p align="center">AD</p> <p align="center">NL</p> <p align="center">TW/NL</p>
<p align="center">4</p>	<p align="center">SAFETY MATTERS ARISING</p> <ul style="list-style-type: none"> ✦ FLYING: None ✦ NON-FLYING: None 	
<p align="center">5</p>	<p align="center">GENERAL MANAGER POINTS</p> <ul style="list-style-type: none"> • The GM briefed the meeting on his visit to Wilsons (solicitors) and the Charity Commissioners accompanied by Cdre Westwood RN on 12 Jan. He reported that the likely lead in time to registration could be up to 6 months. P Dev had agreed to fund legal costs up to £8k, because it is the MOD preferred method of risk containment for MOD liabilities, and compliant with Fleet/DCS guidelines. The necessary documentation including the Articles of Association had been approved and will ultimately go to Harvey Grenville at the Charities Commission. It was confirmed that this remains work under the CC application of Dec 2010. • The GM agreed to speak to the accountants at PNGC expense regarding the possibility of members' fees being in part a charitable donation thereby allowing significant tax rebates to be obtained. • The GM reported that N hangar would need to be better kept than J Hangar which is cluttered to the point of becoming a potential safety risk. Immediate action is needed to remove rubbish/clutter and improve storage. 	<p align="center">TW</p> <p align="center">NL/TW</p>

<p>6</p>	<p>OPERATIONS</p> <p><u>CFI POINTS:</u> The CFI reported that:</p> <ul style="list-style-type: none"> • the CofA for VH expires on 2 Apr 12. Moving VH to an LAA permit would be possible from 1 Apr 12. There should therefore be minimal disruption to VH's availability. • he was extremely displeased that a runway light had been damaged last weekend by poor winch driving which will result in a bill to PNGC for £250. The meeting agreed that a personal contribution might be appropriate. The CFI will request statements from the individual and Duty Instructor for consideration at the next meeting. • restricting the airframe allocation for winter flying had proved valuable in terms of insurance rebates and only one adverse comment had been received. • the Grob has returned and is now night certified. This has generated ca 10 hours of use for the purpose of introducing the concept of night flying. • night gliding is planned to take place on 20 Jan 12. All facilities and approvals are in place. This facility could extend to 3 months over next winter. As this was a rare event press coverage would be sought. • bronze tests should be conducted by Examiners only in order to maintain currency. To be published. • the airspace procedures for the period around the Olympics will be complex and it will be essential that any PNGC pilots flying at that time are thoroughly briefed. <p><u>OTHER OPERATIONS:</u> The GM reported that:</p> <ul style="list-style-type: none"> • PNGC had received written assurance from BN that they do not aim to (CAA) license the airfield formally, but may bring it up to a licence standard where possible. LFA have also indicated that they had no wish to see the airfield licensed, although it is possible that the flying schools might see benefits in operating from a licensed airfield. It was agreed that such action would be likely to be detrimental to PNGC operations and that the GM should point out to Caroline Dineage MP that the local population might be subjected to increased traffic and hence noise levels should the airfield become licensed. (<i>pmn – referred by MP to PUSH, and dialogue with CEO revealed this pressure seems likely only to have come from the operator (BN).</i>) • the move of the airside boundaries is imminent and confirmed that PNGC insurance covers members and bona fide guests to bring vehicles airside. It is essential however that guests are escorted back to landside following air experience flights etc. All members are to be reminded of this requirement. 	<p>AD</p> <p>AD</p> <p>AD</p> <p>AD</p> <p>TW</p> <p>AD</p>
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7	<p>TRAINING PLANS</p> <ul style="list-style-type: none"> * The CFI reported that: <ul style="list-style-type: none"> * a BGA Instructors' training course would be held in Sep 2012. * ab-initio courses would be held at Easter and in the first week of August. The objective is to achieve 6 FAAOA plus 4 others per course. Dartmouth attendance is to be checked. * There would be no CCF training in 2012, as a result of CCF HQ instructions. The Committee's view was of great disappointment at this news. 	PM
8	<p>CAPABILITIES</p> <ul style="list-style-type: none"> • <u>DUTIES:</u> • The CFI stated that some members are still failing to attend for rostered duties, which is unacceptable. The disciplinary mechanism has been agreed and is to be included in the new PNGC Rules in time for the next membership year. 	AD
9	<p>FINANCIAL</p> <p>The Treasurer reported that:</p> <ul style="list-style-type: none"> * PNGC is owed £9.5k in insurance rebates for 2010 and a similar amount for 2011. * ZZ costings show that there is £225 left which is remarkably close to previous estimates. Some adjustments might be necessary in respect of items shared with VH. Labour costs also need reviewing on completion. * a RN Service Fund Examination had been completed and a full audit is due on 30 Apr 12. * PNGC had assets to the value of £372K as at 30 Nov 11. * approval was granted for the spend of up to £5k on 3 parachutes within this calendar year. Likely to be later in the year if possible, to extend the utility in the gliding season. * The Treasurer submitted his report which is attached with the breakdown of costs to date for the ZZ project. 	CMc CMc
10	<p>EQUIPMENT</p> <ul style="list-style-type: none"> • The committee thanked WO1 Cat Stevens for his excellent work on the K13s. • The winch gas filler valve/tap is broken and is to be replaced. • One Range Rover is u/s with transmission issues and needs repair. 	TW NL

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11	<p>FAAOA FEEDBACK</p> <ul style="list-style-type: none"> • A meeting is to be held on 14 Feb 12 to discuss gliding courses. DD/PM to attend. • PM asked that the minibus be checked for course use. 	<p>DD/PM</p> <p>NL</p>
12	<p>TRI-SERVICE/RNGSA FEEDBACK</p> <ul style="list-style-type: none"> • Nil to report 	
13	<p>DIARY</p> <ul style="list-style-type: none"> • The AGM was agreed for 10 Mar 12 at 1900 for 1930 but has now been postponed until 17 Mar 12 • Family and Friends Day proposed for 23 Jun 12. NS could help with planning but may not be available on the day. • A Dinner-Dance was suggested for April; TW agreed to approach the ladies through Mandy to seek their ideas and help. • There will be a Portsmouth and Southsea Air Day on 18 Aug 12. 	<p>ALL</p> <p>NS</p> <p>TW</p>
14	<p>COMMUNICATIONS</p> <ul style="list-style-type: none"> • The CFI expressed concern that there were few trainees in the system meaning that instructors could find it difficult to retain currency and that new members are always needed both from within and without the RN. It was stated that it was particularly important in terms of the charitable status registration that more Full members should be attracted. He requested all present to consider ways to encourage recruitment and notify him of suggestions. 	<p>ALL</p>
14.1	<p>MEMBERSHIP</p> <p>The Membership Secretary reported that:</p> <ul style="list-style-type: none"> • 3 membership applications and one change of membership category request had been received. All were approved. • there was discussion of the breakdown of numbers within the various categories of membership which will become increasingly important. It was agreed that the Mem Sec would analyse the data and possibly recommend changes to the categories where appropriate. • he proposed a review of membership fees for 2012/2013 but following discussion it was agreed to use agreed figures for the 	<p>CM</p>

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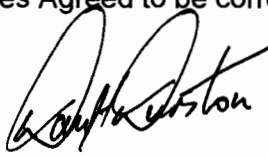
	<p>coming year and consider a change for 2013/2014.</p> <ul style="list-style-type: none"> • he would be notifying the Field Treasurer of the membership fees to be added to members' accounts for 1 Apr 12. • he would remind members to complete their applications for rebates via the Work Scheme which he would review • no hard copy correspondence would be sent regarding membership renewals • 	<p align="center">CM</p> <p align="center">CM</p>
15	<p>POLICY</p> <ul style="list-style-type: none"> • Nil to report 	
16	<p>RNGSA ISSUES</p> <ul style="list-style-type: none"> • Nil to report 	
17	<p>AOB</p> <ul style="list-style-type: none"> • PM notified the meeting that after 37 years on the committee he would be standing down at the AGM. The committee gave a vote of thanks and congratulated him on his remarkable achievement. • Committee meeting minutes had not appeared on the website since August. The CFI agreed to rectify. • The Treasurer was given a vote of thanks for coping with a significantly increasing workload. It may indeed be necessary to review the Treasurer's role. 	<p align="center">AD</p>

The meeting closed at 2205

Date of Next Meeting:
28 Feb 12 at 1930 in PGNC Clubhouse

L W BROWN
Minutes Secretary
PNGC

Minutes Agreed to be correct by:


D H DURSTON
PNGC Chairman

STATEMENT OF THE BOOKS

Excludes property assets and Grant liability

DATE: 31-Dec-11

This Month Last Month Last Year

AT BANK		This Month	Last Month	Last Year
Current Account		£50,533.39	£52,228.92	
Cater Allen Account		£33,210.43	£33,210.43	
Online payments		£482.29	£7.24	
Barclays		£4,443.06	£1,547.73	
TOTAL AT BANK		£88,669.17	£86,994.32	£76,133.33

Allocation of funds
ZZ fund remaining £225.89

LIABILITIES		This Month	Last Month	Last Year
Advance Paid Flights	Excl. VAT liability	£4,080.84	£2,204.93	
Flying Account Balance		£4,217.75	£0.00	
V.A.T. Control		£1,420.26	-£18.32	
Other		£0.00	£0.00	
Insurance		£0.00	£0.00	
Unpaid invoices		£0.00	£0.00	
TOTAL LIABILITIES		£9,718.85	£2,253.25	£708.07

NON PROPERTY ASSETS		This Month	Last Month	Last Year
Invoiced Receivables		£1,130.84	£2,756.49	
Unbanked monies		£0.00	£0.00	
TOTAL NON PROPERTY ASSETS		£1,130.84	£5,698.09	-£6,827.73

SUMMARY		This Month	Last Month	Last Year
At Bank		£88,669.17	£76,544.58	£76,133.33
Less Liabilities		£6,881.33	£3,607.93	£708.07
Immediately Available		£81,787.84	£72,936.65	£75,425.26
Add Non Property Assets		£1,130.84	£2,756.49	-£6,827.73
Working Balance		£82,918.68	£75,693.14	£68,597.53