

PORTSMOUTH NAVAL GLIDING CENTRE

(Company No: 811423 / Registered Charity No: 1148381)

Minutes of Committee Meeting – 14th January 2013

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

Present:	Chairman	Capt David Durston RN (DD)
	GM/CFI:	Tony World (TW)
	Full Members' Representatives:	Lt Rob Hines RN (RH)
		W/O1 Cat Stevens (CS)
	Special Members' Representative:	Gerry Holden (GH)
	Treasurer:	Chris McCulloch (CMcC)
	Ordinary Members' Representative:	Martin Heneghan (MH)
	Junior Special Members' Representative:	Nathan Liddle (NL)
	Special Events Representative:	Neil Shaw (NS)
	Membership Secretary:	John Hale (JH)
	Minutes Secretary:	Lloyd Brown (LB)

	Item	Action
1	APOLOGIES Apologies were received from Chris Gibson (CG)	
2a	MINUTES OF THE PREVIOUS MEETING <ul style="list-style-type: none"> The minutes of the previous meeting were agreed as accurate 	
2b	MATTERS ARISING <ul style="list-style-type: none"> Draft budget plan is being prepared –ONGOING Mini digger purchase – ONGOING Q Hangar is in need of painting with members' support – ONGOING Clubhouse refurbishment is planned for the winter period – members' support is essential - ONGOING CS awaits a spreadsheet of planned glider usage over the winter months – ONGOING Hounds for Heroes has been given an air experience flight voucher for a 2,500ft aerotow to auction as agreed. GH is to be advised for PR purposes when this is used. The Clubhouse door is to be repaired/replaced – ONGOING 	TW/CMcC TW TW TW/CS ALL TW

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<p>3</p>	<p>SAFETY MATTERS</p> <p><u>FLYING:</u></p> <ul style="list-style-type: none"> • The CFI will attend an airfield users meeting on 24 Jan 13. • There will be a CAA Safety Meeting for all airfield users on 23 Jan to be held in the PNGC Briefing Room – there will 60 attending. • Concern was again expressed that circuit traffic seems to be increasing significantly and that airmanship is frequently poor. This should be highlighted at meetings whenever possible • Several of those present had experienced excessive delays while driving on the taxiway near RW23 holding point due to aircraft carrying out power checks on the taxiway rather than in the ‘horseshoe’ or on the disused runway. The CFI agreed to raise this issue with the Airfield Manager. • Airfield management and users should be made aware that the previous CFI’s ruling that PNGC operations would be ‘grass only’ has been rescinded and that PNGC will use the runway as necessary. CFI is to ensure total clarity with airfield user regulations and other operators. Power operations have no priority but it was agreed that PNGC should vacate the runway as expeditiously as possible <p><u>NON-FLYING:</u></p> <ul style="list-style-type: none"> • MH had made a safety inspection of the new log cabin and reported accordingly. His observations had been acted upon and the Committee’s thanks were offered to those club members who had carried out the work. • The CFI advised that a colour scheme for vehicles/obstructions will be decided at the time of the airfield becoming licensed and that the new log cabin should therefore not be painted yet. 	<p>TW</p> <p>TW</p> <p>TW</p> <p>TW/MH</p> <p>GH</p>
<p>4</p>	<p>CHAIRMAN’S POINTS</p> <p>The Chairman highlighted the changes in airfield ownership since the previous meeting, and the now commercial regime in which PNGC operates. No operating licence had been achieved to continue as under the hitherto arrangement between respective Secretaries of State as affirmed by the outgoing Sole Managing Trustee (Haul-down Report) and his successor (CNBCP).</p> <p>He opened up an open discussion for clarity of understanding as it had become clear that the role and circumstances of the newly-founded Charitable Company might not be clear; or how interests would be represented. He felt it important that elected Committee members had scope to discuss at an embryonic stage of the new Trustees Board having not yet been fully agreed within the scope of the Charity Commission approval and the formation of the Charitable and Trading Companies. Key points arising in the openly invited and free-ranging discussion included:</p> <ul style="list-style-type: none"> • The business year begins on 1 September, therefore an AGM would not be required until September 2013. • The Service Fund assets had been transferred, but the SF not yet closed off, pending proper agreement of who might yet form the Board to represent the Navy’s stakeholder interests and in line with the approved Constitution. • 	

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	<ul style="list-style-type: none"> • Establishing an operating licence within the new HCA-ownership structure was not deemed unduly challenging or cause for concern, but the moment for any government level operating agreement had passed, despite best endeavours. • The Board of Trustees is now an appointed group, vice a Sole Managing Trustee, with a governance role and ultimate responsibility for the conduct of PNGC. Audits were continuing with the same auditor and in essence, little needed to change <i>per se</i> as a consequence. This did, however, expose new commercial circumstances which created both opportunities and threats. • The purposes ('mission') of PNGC remains as hitherto, but the onus arguably thrown in to starker relief; namely to enhance the objectives set by the 2nd Sea Lord's department on a charitable basis. These centre on personal development of military personnel (and other 'entitled' personnel within the MOD) especially Adventurous Training; Sport, and Personal Development. • He highlighted that this is not generally possible without dependency on the continuity and support of civilian members, but that the Centre was primarily for military benefits. Accordingly, a fine balance was needed in ensuring the proper focus between the two aspects. • It was agreed that the need to communicate this to the wider membership was important and, in particular, how the present Trustees had been appointed by directive from Service authorities. There was neither scope nor requirement for any elective process, but the initial incumbents were willing to stand for ratification by the wider membership and there is, in any case, a binding commitment for succession planning and sustainable business planning. • It was further agreed that in lieu of the management committee being elected primarily to represent the various membership categories, which tended to shift focus away from the RN aims, volunteers for Committee management duties would be called for on the basis of leadership tasks to be fulfilled in pursuit of the Aim (or 'mission') in the first instance, and members' representation secondarily. <p>The Chairman proposed an EGM in March to set this out to the wider Membership, with periodic accounts for exposure of the transition to the new company structure and requirements, and an AGM in September/October. This was agreed and the EGM date 6 Apr 13 was set.</p>	
5	<p>GENERAL MANAGER'S POINTS</p> <ul style="list-style-type: none"> • NTR 	
6	<p>OPERATIONS</p> <p>NTR</p>	
7	<p>TRAINING PLANS</p> <p>NTR</p>	
8	<p>CAPABILITIES</p> <p>MH raised an issue of misunderstanding about VH Night flying capability and costs that were erroneously perceived to be attributable to it. This capability adds no significant marginal costs beyond the essential CAA register costs needed for the aircraft to tow, but there are no current approvals for PNGC gliders to night fly and so VH is not planned to be</p>	

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	<p>used for such. Night flying capability is restricted to the Grob MG as it has the requisite factory-fitted instrument illumination needed since EASA took on the BGA regulation. This issue had become muddled with the earlier decision to keep VH on the CAA register as the scope for LAA registration at the time was brand new and would have incurred excessive delays in paperwork clearances as was subsequently proven with other local examples. This showed the full validity of the decision to avoid losing tug availability for at least 2 months in the flying season. Accordingly, the associated £1000 costs (DeHavilland) were for support costs associated with CAA registration and had nothing to do with Night Flying <i>per se</i>.</p> <p>The legitimate scope for night flying within the Service remit, purposes and constitution is noted.</p>	
9	<p>FINANCIAL</p> <ul style="list-style-type: none"> • The new style financial report is attached. • The Treasurer stated that it is necessary to identify 'lifer' assets and set aside the appropriate funds to enable replacements as necessary. • The Committee offered its thanks to the Treasurer for his significant achievements. 	<p>CMcC</p> <p>GM/CMc C</p>
10	<p>EQUIPMENT</p> <ul style="list-style-type: none"> • N3 is currently in the workshop and will be followed by the Discus. • FLARM anti-collision assistance was fitted prematurely through forethought; and reported and agreed to the CAA who accepts and agrees the special circumstances of the locality and its higher density of conflicting traffic and elevated risks of collision. The CAA welcomed the initiative and retrospective approval is expected imminently with the CAA being kept fully in the picture. • NL stated that he believes the Range Rover to be serviceable, but no knowledge of the bus or JD tractor. He was asked to bring knowledge up to date and verify the status and readiness for use of all vehicles. • One heavy duty tug is inoperable and immovable (hydraulic lock on brakes). pmn this may be used for spares, then reported via Chairman to arrange return to MOD for DSA procedures and deletion from the UIN 	<p>NL</p> <p>NL</p>
11	<p>MEMBERSHIP</p> <ul style="list-style-type: none"> • The Membership Secretary offered four names of applicants for Special membership to the Committee for consideration. Three were accepted and one was declined. • He also gave details of a new supplementary form which he has designed, which requires new Special Members to identify their special skills which would benefit the Club should they be offered membership. After discussion it was agreed to add a fifth 'skill box' allowing applicants to offer other useful skills not covered by boxes 1-4 which refer to specifics. 	<p>JH</p> <p>JH</p>
12	<p>FAAOA FEEDBACK</p> <ul style="list-style-type: none"> • Ideas to absorb Heron's FAAOA training had been heard, but nothing concrete: Little, if any, PNGC additional capacity exists. 	

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13	<p>TRI-SERVICE/RNGSA FEEDBACK</p> <ul style="list-style-type: none"> RNGSA Chairman had written to say that he was about to engage with PNGC more closely than hitherto. This news was welcomed. 	
14	<p>DIARY</p> <ul style="list-style-type: none"> Social dates are as published. Course dates are posted online. Development course dates are yet to be finalised – April? HMS Sultan is requesting air experience flights 5 and 7 Mar. HMS Collingwood is requesting air experience flights 6 Mar. No AE flights approved until outstanding accounts are settled. EGM 6 Apr 13 	<p>TW GH GH GH</p>
15	<p>COMMUNICATIONS</p> <p>NTR beyond points at Chairmans Remarks for improving communications (pmn – an overall positive article in ‘The Pilot’ features PNGC and the cooperation between airfield users in building the commercial prospects for aviation at Daedalus)</p>	
16	<p>POLICY</p> <ul style="list-style-type: none"> It was confirmed that new members will only fly at club rates after they have paid their subscription. Any prior flying will be at air experience rates. Anti-bullying policies will be added to the Centre’s rules, noting the (by definition, majority) Service overlap and the policies already applicable. MH raised a query alleging possible wrongful aircraft documentation regarding minor repairs to Discus 805 by excluding from the log the full details of the repair. The clarification is that by regulation and practice, details of any repairs will be held in a file retained by the repairer, and the local aircraft log cross-referred in a simple clearance statement. The extensive repair of the Duo Discus is a valid case example. Ordinary and Special Members shall be required to contribute to the running of PNGC to sustain their membership. 	<p>JH TW/Sec CS JH</p>
17	<p>RNGSA ISSUES</p> <ul style="list-style-type: none"> The CFI reported that the RNGSA request for written reports is on hold. 	<p>TW</p>
18	<p>AOB</p> <ul style="list-style-type: none"> The Chairman invited consideration of a possible option to change the membership year to coincide with the new business year. PNGC provided air experience flying for The Heartfelt Foundation recently and this is to be billed as agreed. 	<p>JH CMcC</p>

Date of Next Meeting:
11 Feb 13 at 1930 in
PGNC Clubhouse

D H DURSTON
PNGC Chairman