

PORTSMOUTH NAVAL GLIDING CENTRE

(Company No: 08111423 / Registered Charity No: 1148381)

Minutes of Committee Meeting – 11th September 2013

The meeting opened at the PNGC Clubhouse at 19:45.

Present:	Chairman	Capt David Durston RN (DD)
	Centre Manager/CFI:	Tony World (TW)
	Treasurer:	Chris McCulloch (CMcC)
	Ordinary Members' Representative:	Martin Heneghan (MH)
	Special Members' Representative:	Gerry Holden (GH)
	Membership Secretary:	John Hale (JH)
	Engineering Representative:	Henry Freeborn (HF)
	Special Events Representative:	Neil Shaw (NS)
	Minutes Secretary:	Lloyd Brown (LB)

	Item	Action
1	APOLOGIES Apologies were received from Cat Stevens (CS)	
2a	MINUTES OF THE PREVIOUS MEETING The minutes of the meeting held on 8 Jul 13 were approved	
2b	MATTERS ARISING Draft budget plan is being prepared –ONGOING Q Hangar is in need of painting with members' support – ONGOING Light signals from the log cabin – ONGOING Hangar socket for Log Cabin – ONGOING Provision of 'spoon' for moving gliders – ONGOING Simulated cable breaks to be pre-notified to DI – ONGOING Birds in hangar – date for cherry-picker- ONGOING Financial support for Juniors – ONGOING (AGM) TE complaint re-aerotowing quality – CLOSED Request farmer or HCA to level grass landing surface- CLOSED Neil Evans is in the process of removing his caravan – CLOSED Spread sheet of glider maintenance dates – CLOSED HF to encourage BGA/CAA records compatibility-CLOSED TE to be requested to move trailer – CLOSED HF to ensure workshop compliance by 31 Aug- CLOSED	TW/CMcC TW TW TW GH TW TW LB

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	<p>TW/PCarder to improve caravan power supplies- CLOSED</p> <p>DD requested new PNGC sign be fitted- CLOSED</p> <p>Secretary to check name of replacement trustee</p> <p>The proposed budget for ZZ was approved - CLOSED</p> <p>The second Range Rover is now online – CLOSED</p> <p>Asbestos removal completed – CLOSED</p> <p>NS had consulted with Kevin Hills re rostering –see below – CLOSED</p> <p>BGA fees – TW will consult with Pete Stratten</p> <p>Sea Cadet use of PNGC facilities – see below – CLOSED</p> <p>Autonomous Air Cadet flying – see below – CLOSED</p> <p>Thanks to Social Committee – CLOSED</p> <p>Posters and QR code – ONGOING</p> <p>Weight bags being made ready mid-Sep – CLOSED</p> <p>Who’s-Who board – ONGOING</p> <p>Log books at launch point - CLOSED</p>	<p>LB</p> <p>TW</p> <p>GH</p> <p>HF</p>
<p>3</p>	<p>CHAIRMAN’S REPORT</p> <p>a. <u>BOARD ACTIVITY:</u> The Chairman opened the meeting by suggesting the committee reconsider its previous decision to require the posts of Chairman of the Board and Chairman of the Committee to be filled by different individuals. He stated that he feels the Chairman of the Board should also hold an executive role</p> <p>b. <u>TRUSTEE ACTIVITY</u> NTR</p> <p>c. <u>TRI SERVICE/RNGSA</u> The Chairman reported on a RAeS briefing regarding the review of Class G Airspace. He feels that a balance between safety and freedom of operations is developing satisfactorily</p> <p>d. <u>FAAOA</u> NTR</p> <p>e. <u>POLICY ISSUES</u> The Chairman briefed the Committee on his recent dealings with HCA and was able to confirm the licence for PNGC to operate for 3-5 years is finally in place and will be financed by the MoD</p> <p>He also reported on changes of personalities within HCA and that development plans for Daedalus are progressing apace</p> <p>The Chairman proposed that the Members’ Annual Meeting (MAM) be held on 9 Nov 13 and before that date the revised committee</p>	<p>ALL</p>

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	<p>structure, put together by members at two brainstorming meetings, should be circulated to members together with a request for suitably qualified volunteers to fill the committee posts. The structure and appointments would be ratified at the MAM and Board meeting. Volunteers for the tasks within each committee member's area of responsibility will be sought simultaneously, but should the necessary support not be forthcoming it will be a matter of priority to devise an alternative method of ensuring the tasks are completed</p>	<p align="center">LB</p>
<p>4</p>	<p>CENTRE MANAGER'S REPORT</p> <p>a. <u>BUSINESS UPDATE</u> NTR (This section will report monthly business activity in future)</p> <p>b. <u>AIRCRAFT/ENGINEERING</u> The CM reported that the K21 and Duo Discus damaged in a hangar incident are now repaired and it was agreed that the member causing the damage will be requested to contribute £250 to the repair costs. This is in line with the policy of requesting those causing damage to pay the insurance excess unless mitigating circumstances exist. The FLARM in FUG had been referred to Paul Carder, but discussion followed as to its usefulness and its future is to be reviewed</p> <p>c. <u>GROUND</u> The driving of PNGC vehicles by Juniors was raised and it was agreed that 14 will be the minimum age for road vehicles and 12 or 13 for the buggies, both subject to instruction and competency checks. Although Juniors can cross runways and taxiways, they must not be allowed to drive along them It was agreed that a matrix for driving authorisation is needed The possibility of Juniors driving the winch was discussed and it was stated that for H&S reasons 16 is to be the minimum age and in the event of a cable snarl-up a Senior member is to attend the winch</p> <p>d. <u>CAPABILITIES/ROSTERS/TORs</u> It was agreed that the issue of rostered duties must be addressed as part of the change of committee structure</p> <p>e. <u>POLICY ISSUES</u> The CM reported that the Sea Cadets have confirmed they are interested in using PNGC clubhouse facilities and FUG to provide airmanship training and air experience for 12 cadets for one week each year. They have requested costings and it was agreed that TW and Martin Westwood would negotiate rates on behalf of PNGC. The Chairman suggested rates as for other RN activities should apply The possibility of Air Cadets operating as part of PNGC, initially on a trial basis, continues to be under discussion with BGA. It was agreed that Child Protections issues need to be agreed with BGA</p>	<p align="center">TW</p> <p align="center">HF/TW</p> <p align="center">ALL</p> <p align="center">HF</p> <p align="center">ALL</p> <p align="center">TW/MW</p> <p align="center">GH</p>

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5	<p>CFI's REPORT</p> <p>a. <u>FLIGHT SAFETY</u></p> <p>The CFI reported that proposals for additional Class D airspace around Farnborough could adversely affect operations at Lasham and Parham, but apart from cross country operations PNGC should not be affected</p> <p>A recent airspace violation by a member led to discussion as to the level of knowledge of local airspace across PNGC as a whole. No decision was reached but it was agreed to monitor the issue</p> <p>b. <u>OTHER SAFETY ISSUES</u></p> <p>NTR</p> <p>c. <u>AIRFIELD ISSUES</u></p> <p>The CFI reported that there have been noise complaints from residents of Crofton Lane but he feels sure that the complaints result from poorly briefed local or visiting GA pilots</p> <p>MH reported that the LFA and the Microlight community have offered to assist HCA in their decision making re airfield safety</p> <p>MH also reported that HCA have effectively put on hold plans to spend large amounts on the airfield infrastructure and no CAA licence application is imminent</p> <p>d. <u>COMPS</u></p> <p>NTR</p> <p>e. <u>TRAINING PLANS</u></p> <p>NTR</p>	ALL
6	<p>TREASURER'S REPORT</p> <p>The Treasurer provided the meeting with a Balance Sheet made up to 31 Aug 13. The significant income received from trial flights was noted by the meeting.</p> <p>The Treasurer also inquired what financial information members might wish to receive</p>	
7	<p>MEMBERSHIP SECRETARY'S REPORT</p> <p>The Memsec reported the membership breakdown:</p> <p>149 Full</p> <p>58 Family</p> <p>13 Social</p> <p>48 Special</p> <p>30 Ordinary</p> <p>11 Junior Special</p> <p>3 Motor Glider</p> <p>There are 169 Entitled members from 255 total membership</p> <p>The Memsec would present paperwork for 3 new Junior Special</p>	

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	<p>members at the next meeting</p> <p>The Memsec raised the issue of membership fees for those who fly motor gliders only. It was agreed that a review is required and views should be brought to the next meeting</p> <p>The Memsec expressed his concern that two members of the recent course were minors and did not have the necessary parental consent. This was thought to be an administrative oversight</p>	<p>JH</p> <p>ALL</p>
8	<p>DIARY</p> <p>Aboyne Exped: 26 Oct-2 Nov</p> <p>Haloween Function: 19 Oct</p> <p>Eden Exped: 24 May 14</p> <p>Development Week: 16 Sep</p> <p>AsCat Course: 16 Sep</p>	
9	<p>COMMUNICATIONS REPORT</p> <p>NTR</p>	
10	<p>AOB</p> <p>The meeting thanked the Secretary for his work in facilitating the two brainstorming meetings leading to the revised committee structure</p>	

The meeting closed at 2240

Date of Next Meeting: 14 Oct 13

D DURSTON
Chairman

17 Sep 13