

# PORTSMOUTH NAVAL GLIDING CENTRE

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

## Minutes of Committee Meeting – 24<sup>th</sup> March 2014

The meeting opened at the PNGC Clubhouse at 19:30

<b>Present:</b>	Chairman	Capt David Durston RN (DD)
	CFI:	Tony World (TW)
	Finance Representative	Alan Turner (AT)
	Safety Representative:	Martin Heneghan (MH)
	Air Engineering Representative:	Henry Freeborn (HF)
	Ground Engineering Representative	Simon Gutman (SG)
	Estates Representative:	Sarah McCulloch (SMcC)
	Admin Representative:	Siggi Ingason (SI)
	Minutes Secretary:	Lloyd Brown (LB)

	Item	Action
1	<b>APOLOGIES</b> With all present there were no apologies for absence	
2a	<b>MINUTES OF THE PREVIOUS MEETING</b> The minutes of the meeting held on 10 Feb 14 were approved	
2b	<b>MATTERS ARISING</b> Provision of 'spoon' for moving gliders – ONGOING BGA fees – CMcC will consult with RNGSA – ONGOING The red tractor should be returned to the LFA asap The buggy slipping clutch has been repaired –CLOSED Firewood container – ONGOING Rob Hines yet to donate for disposal of trailer First Aid volunteer ONGOING	HF/SG AT/CMcC SG/MH SMcC TW SMcC
3	<b>STATUS REPORTS BY DEPARTMENT</b> a. <b>The Chairman</b> stated that he felt that the new task-based committee is settling down well, but more volunteers are required to help with the tasks of each department. He explained that the Board's formal role was of governance, regularity and probity of business in ensuring that the Charity met its legal obligations, but its existence provided an opportunity for strategic leadership. However, his personal stance was to leave as much determination of the Club's future in the hands of the Management Committee as practicable, particularly while difficulty remained in eliciting full support from Navy officials to attend the Board..	ALL

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	<p>The importance of appropriate communication was re-emphasised both within and without the Club and a nominee for PR duties is required. All present were asked to propose suitable candidates.</p> <p>The Chairman briefed the Committee on the continuing tribulations of dealing with HCA in resolving issues around O/ N hangars and the existing land leases and advised that he expects important news from the HCA land agents in the next few days. He remains optimistic that the operating licence will continue to at least 2018, albeit with an important break point at the end of 2015. It is likely that O/N hangars will be surrendered for demolition in the near future, but HCA will offer some alternative accommodation, the location or extent of which is not yet known. He was pleased to report that RINGS are supporting PNGC in seeking positive support from the Royal Navy.</p> <p>b. <b>The CFI</b> reported that the grass has now dried sufficiently for winching to take place. Tug VH remains offline for another week following its service with an oil leak in one cylinder. He advised the meeting that there is some uncertainty as to who will be managing the airfield after 1<sup>st</sup> April, as the management contract has been offered publicly and it is not known whether BN, or for that matter any other organisations, have tendered for the contract. The meeting held at Lasham on 23<sup>rd</sup> April re the TAG Farnborough airspace proposals attracted some 300 people all opposed to the changes. The CFI will issue a briefing paper to encourage members to submit their objections including writing to their MPs. He expressed his pleasure that HF and MH are actively encouraging and instructing in cross country skills. The Airfield Manager will be asked to arrange grass cutting prior to RW35/17 coming into use, assuming that is still planned.</p> <p>c. <b>Air Engineering</b> HF presented his report at Annex A on which he took questions. He estimates ZZ should be on line in mid-year subject to VH not requiring unplanned effort. The Chairman requested that future a/c reports be presented in time significant order. It was also requested that fin numbers in additions to registrations be used. He has yet to confirm that G-GR will be serviced in-house. The second page of the attachment was well received and further financial detail was requested in order that costs and income for each aircraft can be better understood and used. Specifically, enough detail is required at the next meeting to allow a decision to be taken regarding launch fees for the coming year.</p> <p>d. <b>Ground Engineering</b> SG presented his report at Annex B on which he took questions. He also presented a paper on a proposed refurbishment of the bus which was supported by all present and the necessary funds were voted to commence the project immediately. TW agreed to address the fire extinguisher checks. It was agreed to keep coolant and oil for club vehicles in the hangar. It was agreed to keep the grass cutting equipment serviceable until the long term future of Daedalus is resolved.</p>	<p>ALL</p> <p>HF</p> <p>HF</p> <p>HF/AT</p> <p>SG</p> <p>TW</p> <p>SG</p> <p>SG</p>
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	<p>It was agreed to reactivate both yellow tractors as tugs for K21s and the Duo. (see Safety also)</p> <p>e. <b>Estates</b> SMcC reported in accord with Annex C. Points arising in subsequent discussion elicited that BN are happier with the PNGC trailer park following its tidy up and subsequent bonfire. There is now a whiteboard in the hangar for important information. TW agreed to dispose of the old bar fridge and broken clubhouse guttering. Anti-bird netting will be fixed when weather improves.</p> <p>f. <b>Safety</b> MH reported that Lt Cdr Plenty (RN) from NCHQ visited on 4<sup>th</sup> March for his annual review. The BGA Regional Safety Officer, Tim Freegard visited on 12<sup>th</sup> March. Neither indicated whether any report is to be made on their visits. MH reported a further 5 safety incidents had been recorded, all involving apparent poor briefing or airmanship by GA pilots, frequently involving visitors to Lee. He also advised the meeting that despite his, and the efforts of other Daedalus operators, there has been no safety meeting despite repeated requests to the Airfield Operations Manager. It was agreed the briefing material available to visiting pilots is inadequate and this point will be made to the Airfield Ops Mgr. It was agreed MH would modify as appropriate safety documentation regarding the use of the yellow tractors to tow K21s and the Duo. It was agreed the CFI would recommend high grade anti-slip paint to be applied to the tractor clutch and brakes pedals.</p> <p>g. <b>Finance</b> AT reported on the current state of finances from the profit and loss account attached at Appendix D. The depreciation of fixed assets (not including a/c) at 20% pa has been introduced and is reflected in the accounts. It was reported that the RN Development Week fees are being paid.</p> <p>h. <b>Admin</b> SI reported as shown at Annex E and took questions. It was reported that Scout flying on Friday evenings is fully booked and is shown in the Club diary. A volunteer was sought to arrange ground support, for which SG put his hand up. CFI will arrange for instructors to be available. SI advised that website changes will take some time to develop. There were no membership applications and current membership is shown as part of Annex E. The Chairman requested SI to contact Maj Gellender RM to seek details of forthcoming Freshers' Fairs at which PNGC needs to be represented.</p>	<p>SG/MH</p> <p>TW</p> <p>SMcC</p> <p>DD/TW/MH</p> <p>MH</p> <p>TW</p> <p>TW/SG</p> <p>SI</p>
8	<p><b>DIARY</b></p> <p>Dinner Dance: 9 May 14</p> <p>Eden Exped: 23 May 14-1 Jun 14</p> <p>Aboyne Exped: 25 Oct 14- 1 Nov 14</p>	

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9	<p><b>ANY OTHER BUSINESS</b></p> <p>The CFI reported that the FAAOA course is full and has sufficient instructor support.</p> <p>The RN Development Week is also fully subscribed with visiting instructors supplementing PNGC resources.</p> <p>The CFI reported that there have been difficulties obtaining the updated a/c avionics through the RNGSA, but alternative arrangements are in hand.</p> <p>SG sought clarification of the approval for sundry purchases and it was confirmed that no expenditure should take place without HoD prior approval.</p> <p>SMcC queried members' knowledge and understanding of the Work Scheme. SI was asked to address the issue.</p> <p>MH noted that equipment availability listed on the website is many months out of date and requested updating action.</p> <p>MH highlighted the increasing number of RN Wednesday visitors, supplemented by one-off tasks such as cloud flying and aerobatics, which is stretching instructor availability to the limits and reducing the flying opportunities for club members.</p> <p>LB added that of the 48 instructor and support slots needing to be filled to adequately support the RAF Air Cadet contract, which starts on 26 Apr, 4 instructor slots (of 12 required) have been taken and few support volunteers have materialised to date. CFI requested a copy of the DBS approvals spreadsheet.</p> <p>AT reported that 67 tickets for the dinner-dance have been sold to date.</p> <p>LB agreed to contact BBCTV re news coverage of PNGC.</p> <p>SMcC proposed a vote of thanks to the Chairman and CFI for their tireless efforts to resolve the lease issues. There was unanimous agreement.</p>	<p>ALL</p> <p>SI</p> <p>ALL</p> <p>TW/LB</p> <p>LB</p>
10	<p><b>DATE OF NEXT MEETING</b></p> <p>It was agreed that the next meeting will be held at the Clubhouse at 1930 on Tuesday 22<sup>nd</sup> April 2014</p>	<p>LB</p>
11	<p>The meeting closed at 2245</p>	

