

PORTSMOUTH NAVAL GLIDING CENTRE  
(Company No. 08111423. Registered Charity No. 1148381)

**Minutes of Committee Meeting – 26<sup>th</sup> August 2014**

The Meeting opened in the PNGC Clubhouse at 19.35

|                 |                                   |                             |
|-----------------|-----------------------------------|-----------------------------|
| <b>Present:</b> | Chairman                          | Capt. David Durston RN (DD) |
|                 | Safety Representative             | Martin Heneghan (MH)        |
|                 | Finance Representative            | Alan Turner (AT)            |
|                 | Admin Representative              | Siggi Ingason (SI)          |
|                 | Ground Engineering Representative | Simon Gutman (SG)           |
|                 | Estates Representative            | Alan Clark (AC)             |
|                 | Minutes Secretary                 | Neil Shaw (NS)              |

|    | Item  | Action  |
|----|---|---|
| 1  | <p><b>APOLOGIES</b><br/>Received from Tony World (CFI) and Henry Freeborn (Air Engineering Representative).</p>   |   |
| 2a | <p><b>MINUTES OF THE PREVIOUS MEETING</b><br/>The Minutes of the meeting held on the 29<sup>th</sup> July were approved.</p>  |   |
| 2b | <p><b>MATTERS ARISING</b></p> <ul style="list-style-type: none"> <li>• Provision for a spoon for moving gliders. TW now has a drawing of this, and next steps are with his workshop. Carried forward.</li> <li>• Bird netting in Hangar – target September Meeting for update.</li> <li>• A standard Information pack should be made available for use by organisations (as opposed to individuals) wishing to fly at PNGC. SI to consider for the next meeting.</li> <li>• The proposed replacement of the petrol buggies remains ongoing as the gas powered vehicles under consideration were no longer available. Carried forward.</li> <li>• Intention to use bollards and chains defining safe areas at the launch point to be progressed by AC, after discussion and handover with Sarah McCulloch.</li> <li>• Review of options for CCTV or webcam devices in main hangar, with recording capability, to now be undertaken. AC to lead supported by SI.</li> </ul> | <p>TW</p> <p>AC</p> <p>SI</p> <p>SG</p> <p>AC</p> <p>AC</p> |
| 3  | <p><b>CHAIRMAN</b><br/><b>Material and estates</b></p> <ul style="list-style-type: none"> <li>• Welcome to Alan Clark as the ‘Estates’ member of the Committee and thanks to Sarah McCulloch who has had to step down for family reasons.</li> <li>• Since the last meeting, hangar doors on Q and U hangars have been brought up to an acceptable condition, including most especially the roller mechanisms.</li> <li>• O Hangar has now been vacated and the aircraft re-located to U</li> </ul>   |   |

|                 |   |  |
|-----------------|---|--|
|                 | <p>Hangar and Q Hangar. As reported previously, powered aircraft may continue with this arrangement in lieu of O hangar, but without precedent, depending on any next moves by HCA.</p> <ul style="list-style-type: none"> <li>• After the gliding season is over, a working party will be needed to clear out the side stores of Q Hangar.</li> <li>• N hangar has been vacated and demolished – the rental savings need to be identified in such a way that all rental savings negotiated until 31 Dec 15 are husbanded and invested as a capital benefit and that this apparent surplus does not get ‘eaten into.’</li> <li>• Vehicles will need to be stored in the Belman hangar, ideally in a way that allows motor gliders to be removed midweek without necessarily needing to remove the coach. Great care is to be taken not only with aircraft movements inside the hangar, but also to prevent oil spillage from vehicles.</li> <li>• Tractors will be retained, and kept in working order, because the RCAM arrangement is reported as being only temporary and we do not know what opportunities and commitments will continue.</li> <li>• The storeroom at the northern end of the Clubhouse front corridor needs redesignating and sorting out.</li> </ul> <p><b>Operations</b></p> <ul style="list-style-type: none"> <li>• Nothing further has been heard back from the Navy or MOD about its position in response to the RNGSA / Navy ‘position paper’ raised by Captain Jessop (RNGSA Chairman and associated ex-officio PNGC Board Member).</li> <li>• Success remains dependent on achieving high flying rates and maximising revenue opportunities. Once operating levels slump, then we would be hard placed to re-establish capped approvals and licences at higher levels in future.</li> </ul> <p><b>Management</b></p> <ul style="list-style-type: none"> <li>• Next meeting with HCA Director is 3 Sep 14, at which it is expected HCA will raise the spectre of enforced airfield service charges.</li> </ul> | <p>AC</p> <p>AT</p> <p>SG</p> <p>SG</p> <p>AC</p> <p>TW(CFI)</p> |
| <p><b>4</b></p> | <p><b>SAFETY</b></p> <ul style="list-style-type: none"> <li>• Nothing has arisen on the Incident Register.</li> <li>• MH reported concern about Runway 23 Grass Right, mid-length, where archaeological trenches had been dug and left unsuitable for aircraft. <ul style="list-style-type: none"> <li>○ Pmn: DD has spoken to Gerard Wackrow, who has accordingly undertaken to get the feedback to the right sub-contractor soonest with detail provided by MH</li> </ul> </li> <li>• MH reported rough ground on designated grass landing strips, especially R23 Grass Left <ul style="list-style-type: none"> <li>○ For the longer term, the Chairman agreed to investigate with HCA the scope would sound out if we are able to look after and maintain our own strips.</li> </ul> </li> <li>• MH will attend an Airfield Safety Meeting on 28<sup>th</sup> August, with HCA presenting plans for 05-23 re-surfacing and temp use of 17/35.</li> </ul>   | <p>MH</p> <p>DD</p>  |

|   |   |                            |
|---|---|----------------------------|
|   | <ul style="list-style-type: none"> <li>• Aircraft booking, warning out and overdue procedures were too lax, including privately owned aircraft operating under PNGC auspices.</li> <li>• MH agreed to submit a suitable and practicable proposal in conjunction with CFI (Instructors Meeting issue)</li> </ul>   | MH                         |
| 5 | <p><b>AIR ENGINEERING</b></p> <ul style="list-style-type: none"> <li>• All aircraft are currently serviceable.</li> <li>• The Grob requires a decision on how to best approach the minor issue with the tailwheel assembly, which although serviceable will need review at some point. NS to address through TW.</li> <li>• Tug G-VH requires a new wing on life expiry, while G-ZZ is still not ready from major rebuild. Temporary stop-gap solutions had been identified (at cost). Update next meeting.</li> <li>• HF had not yet heard from Roger Targatt in respect of the status of the Junior glider, and a potential buy-back if we wished. Meanwhile he had reported that some members had advocated a re-gel of N3 instead. NS to ask TW to raise at the forthcoming Instructors Meeting and report back.</li> </ul>   | NS<br>TW<br>NS<br>TW       |
| 6 | <p><b>ADMIN</b></p> <ul style="list-style-type: none"> <li>• The subject of who was rostered for logkeeping duties, and the frequent non-attendance of even those regular club members, was rigorously discussed. SI felt that a new link between the Members database and an extract provided to the selection criteria that Kevin Hills uses to roster, would help (and undertook to ask Chris Bishop and John Hale to progress this). NS said that a more limited list of appropriate regular member names could be built manually, and had been provided and used previously by Kevin, but the issue still remained of non-attendance, and it was this aspect that needed the CI or Committee sanction as a backstop, not an automated system. It was decided to see how the amended data transfer process works and review in a few months.</li> <li>• Difficulty had been experienced in registering up to date information on car registrations with RCAM. The Chairman had conferred with HCA and confirmed their robust position that this issue of airside access is indeed an RCAM task.</li> <li>• A photo-shoot of Junior members for publication in S&amp;G was still planned, and would be handled by Zoe Mallam.</li> <li>• A favourable article on PNGC was published recently in the Lee Residents Association magazine. To be posted on the notice board</li> <li>• A regular paper-based newsletter available on the bus and in the clubhouse is still pending. It is likely that Zoe Mallam will edit a trial version.</li> <li>• An updated Membership Form was shown and reviewed. This will be agreed OOC with the Membership Secretary before adoption.</li> <li>• Significant work had been necessary on the Log-Cabin Logstar PC, following a hard drive failure. The work was prolonged by the limited compatibility of Logstar beyond Windows XP. A final change to resolve this was planned.</li> </ul> | SI<br>SI<br>SI<br>SI<br>SI |

|    |  |   |
|----|--|---|
| 7  | <p><b>ESTATES</b></p> <ul style="list-style-type: none"> <li>No report was available, as AC had only recently taken responsibility.</li> </ul>   | AC  |
| 8  | <p><b>GROUND EQUIPMENT</b></p> <p>Report attached. We have had a number of challenges this month:</p> <ul style="list-style-type: none"> <li>MT Moving from N hanger to Bellman 4, a number of planned maintenance tasks had been delayed as a result.</li> <li>The bus generator is now serviceable after a major re-build, with thanks to John Hale in particular. The fridge and water-heater were not affected.</li> <li>One of the yellow tractors blew a head gasket – now repaired.</li> <li>The bowser had run out of engine fuel, and then subsequently an override switch had tripped, requiring outside expertise to resolve. Steps to be taken to avoid recurrence</li> <li>All PNGC vehicles that are used in the launch/landing area now have red and yellow chevrons on the roof: Thanks to Kevin Hills.</li> <li>Yellow beacons have been purchased for these vehicles and will be installed over the next few weeks.</li> <li>The 240V system on the bus has been upgraded with individual circuit breakers and consumer unit.</li> <li>A driving policy for PNGC vehicles has been circulated for comment and inclusion in the PNGC Operations Manual.</li> <li>A vehicle maintenance policy will be circulated soon for comment.</li> </ul> | <p>SG</p> <p>SG</p> <p>SG</p> <p>SG</p> <p>SG</p> |
| 9  | <p><b>FINANCE</b></p> <p>Balance sheets &amp; Profit &amp; Loss Accounts were reviewed, and are attached.</p>  |   |
| 10 | <p><b>ANY OTHER BUSINESS</b></p> <ul style="list-style-type: none"> <li>Capacity during winter weekends could be directed towards Scout Groups. SI to discuss with TW.</li> <li>Motor Glider only membership, without the ability (due to Logstar limitations) was again raised in context of the recent charges scheme update which may require revision. TW to report.</li> <li>RN Gliding bookings remain strong on Wednesdays, with thanks to MH for promoting this as a key output of PNGC’s charitable status.</li> <li>Cadet Membership rates and ages are misaligned with other BGA clubs. SI to review, report and propose any amendments</li> <li>Instructors shall be asked at next Instructors Meeting to commit as far as possible to the RAF CCF initiative as well as the RN Development Week. The RAF activity is entirely beneficial to PNGC and wholly within scope of the Charitable purposes.</li> <li>NS to discuss with TW a possible date for the Annual Members’ Meeting.</li> </ul>   | <p>SI</p> <p>MH</p> <p>SI</p> <p>TW</p> <p>NS</p> |

11

**DATE OF NEXT MEETING**

Tuesday 30<sup>th</sup> September 2014 - 19:30 hrs, PNGC Clubhouse Briefing Room

D H DURSTON  
Captain Royal Navy  
Executive Chairman, PNGC Ltd

Attached Section reports:

1. Administration
2. Ground Equipment
3. Finance

**REPORT TO PNGC COMMITTEE FROM :- Admin DEPT August 2014**

| <b>Ref</b> | <b>Item</b>   | <b>Status</b>       | <b>Comments</b>   |
|------------|---|---------------------|---|
| <b>1</b>   | Roster reminder email problem. The reminders are not always being sent out. | <b><u>Green</u></b> | Problem addressed. I will monitor this for the next few months  |
| <b>2</b>   | Car registration information to be supplied to security                     | <b><u>Amber</u></b> | Have contacted Andy Walters and am currently waiting for detailed requirements from Andy.                           |
| <b>3</b>   | Photo-shoot of Junior members for S&G                                       | <b><u>Amber</u></b> | Zoe has agreed to take photographs in front of Clubhouse with the PNGC logo in the background.                      |
| <b>4</b>   | PNGC Lee residents association Magazine                                     | <b><u>Green</u></b> | PNGC article published in local newsletter / magazine.  |
| <b>5</b>   | Members news letter   | <b><u>Amber</u></b> | Zoe was going to pick this up. Status unknown   |
| <b>6</b>   | Membership renewal form   | <b><u>Green</u></b> | Ready for review  |
| <b>7</b>   | Log cabin PC  | <b><u>Green</u></b> | Old PC failed – replacement PC now installed and working with problems which have now been identified and resolved. |
| <b>8</b>   |   |                     |   |
| <b>9</b>   |   |                     |   |
| <b>10</b>  |   |                     |   |
|            |   |                     |   |



## Membership Renewal Application Form. PORTSMOUTH NAVAL GLIDING CENTRE

Fields marked with \* must be completed. Please update files with any new updated information.

This form creates legally binding obligations between you and the Club. You should read it carefully before signing it.

| Renewal Details Please update as required                                  |  |                 |                 |
|--|--|-----------------|-----------------|
| • Title:   |  | Full Name:      |                 |
| • Membership Number  |  |                 |                 |
| • Email address: will be used for sending your membership certificate etc. | If this is illegible, you won't get a membership certificate, so please write it clearly |                 |                 |
| Postal address & Telephone:  |  |                 |                 |
| Name of Next of Kin / Guardian:  |  |                 |                 |
| Postal Address (If not as above):  |  |                 |                 |
| Relationship:  |  | Telephone:      |                 |
|  | Make of car  | Registration No | Car Pass issued |
| • Car 1 requiring access   |  |                 | Y N             |
| • Car 2 requiring access   |  |                 | Y N             |

| Tick the appropriate box if your membership class has changed IF IN DOUBT PLEASE ASK   |  |   |  |
|--|--|---|--|
| For 'Non-flying' classes choose on the right, otherwise go below. The Computer will show the membership fee when you are joined up |  | FAMILY MEMBER                           |  |
|  |  | SOCIAL MEMBER                           |  |
|  |  | Or Say Other:                           |  |
| Service / Ex / Mod / ATC Applicants Only   |  | CIVILIAN Applicants Only                |  |
| FULL MEMBER:   |  | SPECIAL MEMBER (See below**):           |  |
| ORDINARY MEMBER:   |  | JUNIOR SPECIAL MEMBER (See below **):   |  |
| RECIP. Say Home Club:  |  | COURSE MEMBER:                          |  |
| RAF ATC Cadets / CCF:  |  | BGA DAY MEMBER:                         |  |
| Rank:  |  | Or Say Other:                           |  |
| Service No:  |  | Occupation / Skills to support the club |  |
| Sports Lottery Member?   | Yes: <input type="checkbox"/> No: <input type="checkbox"/> |   |  |

### Undertaking A:

In consideration of my being admitted as a member of the Club, I agree to be bound by and observe: the Mandatory Safety Rules and Medical Notes; the Club Rules, Child Protection and other Regulations of the Club and the British Gliding Association. I also agree to consider any guidance and follow any instructions that I may be given and to take responsibility for my actions and those of any guests that I may bring to the gliding site.

I HAVE READ AND UNDERSTOOD THE MANDATORY SAFETY RULES AND MEDICAL NOTES. (Please tick)



## Membership Renewal Application Form. PORTSMOUTH NAVAL GLIDING CENTRE

|   |  |       |     |
|---|--|-------|-----|
| Signature of Applicant:                         |  | Date: | / / |
| I am over 18 years of age (delete if under 18*) |  |       |     |

### ONLY COMPLETE THIS BOX IF YOU ARE UNDER 18 YEARS OF AGE

| Details of Parent / Guardian: |  |            |  |
|-------------------------------|--|------------|--|
| Title:                        |  | Full Name: |  |
| Address (inc Postcode)        |  |            |  |
| Telephone:                    |  |            |  |

#### Undertaking B:

I declare that I have read and understand Undertaking A above, and that I am the Parent or Legal Guardian of the Applicant giving the undertaking, who is a Minor. I agree both on my behalf and on behalf of the Applicant to accept and be bound by Undertaking A. I am over 18 years of age.

By returning this completed form, I agree to my son\* / daughter\* / child in my care\* taking part in the club activities.

\* Please delete above as necessary

|                                 |  |       |     |
|---------------------------------|--|-------|-----|
| Signature of Parent / Guardian: |  | Date: | / / |
|---------------------------------|--|-------|-----|

#### Medical Declaration:

When flying under instruction, you will be doing so with a suitably qualified pilot. There are specific medical requirements that individuals need to satisfy before they fly solo. This does not apply to pilots under instruction.

Please read the medical notes in Mandatory Safety Rules & Medical Notes.

**I declare that I will bring to the attention of my instructor, in confidence, any medical condition which could cause an adverse effect during flight.**

**I am aware that it is my personal responsibility to ensure that if there is doubt about my fitness to fly, I will not fly and will seek advice from my GP.**

I understand that a formal medical declaration countersigned by my regular GP will be required before solo flight as set out in BGA Laws and Rules medical standards, **OR**

**I am a solo pilot and have submitted the relevant medical paperwork, as per BGA Laws & Rules to the Club**

|  |  |       |     |
|--|--|-------|-----|
| Signature of Applicant or:                                     |  | Date: | / / |
| Signature of Parent / Guardian if Applicant is under 18 years: |  | Date: | / / |

|                         |  |       |     |
|-------------------------|--|-------|-----|
| Signature Of Applicant: |  | Date: | / / |
|-------------------------|--|-------|-----|



PNGC Ground Engineering Status

26 August 2014

| Asset                | Owner              | Maintainer                       | MOT & Tax    | Comment   |
|----------------------|--------------------|----------------------------------|--------------|---|
| Yellow Tractor 2     | Stuart Pollard     | Paul Sargent/Stuart Pollard      | N/A          | The head gasket has blown and Stuart Pollard is in the process of installing a new one.   |
| Topper               | Paul Sargent       | Paul Sargent                     | N/A          | Top of the list for work now N hanger situation has been resolved.  |
| Bus Generator        | Kevin Hills        | Kevin Hills                      | N/A          | John Hale reports the generator has been rebuilt and he is now working on a new control panel including current and voltage outputs to prevent overloading in the future. In the mean time we continue to use Tony World's safer generator. |
| Fire Extinguishers   | Simon Gutman       | External, Simon Gutman to manage | N/A          | Awaiting inspection organised by Tony World   |
| Hanger Crane         | Iba                | Iba                              | N/A          | Front dolly bearings U/S and dolly removed by GC for refurb   |
| Winch                | Paul Sargent       | Paul Sargent                     | N/A          | Top propane tank is suspect and should not be used.   |
| John Deere           | Paul Sargent       | Paul Sargent                     | N/A          | Now reported as running, full service on hold until grass cutting contract finalised  |
| Log Cabin            | Simon Gutman       | Simon Gutman                     | N/A          | We are still experiencing PC issues. Siggi is working on them   |
| Range Rover 2        | Simon Gutman       | Paul Sargent/Stuart Pollard      | N/A          | In reserve but can be used if required but passengers are not to be carried. Refurb required.   |
| Ground Tow Ropes     | Simon Gutman       | Simon Gutman                     | N/A          | At least one new rope s required  |
| Bus                  | Volunteer Required | External, Simon Gutman to manage | N/A          | We now have a possible contact to maintain the bus engine   |
| 5 Ton Tractor No.1   | Iba                | Iba                              | N/A          | Current status to be confirmed.   |
| 5 Ton Tractor No 2   | Iba                | Iba                              | N/A          | Now running, foot brake is U/S sp use the hand brake, but can be moved  |
| Winch Radios         | Simon Gutman       | Simon Gutman                     | N/A          | N/A   |
| Yellow Tractor 1     | Stuart Pollard     | Paul Sargent/Stuart Pollard      | N/A          | Winter 2014/15  |
| Fendt                | Paul Sargent       | Paul Sargent                     | N/A          | Servicing on hold until grass cutting requirements finalised  |
| Gang Flat Mower      | Paul Sargent       | Paul Sargent                     | N/A          |   |
| Siga                 | Paul Sargent       | Paul Sargent                     | N/A          | Service planned for ???   |
| Fire Truck           | Richard Marsh(?)   | Paul Sargent/Stuart Pollard      | N/A          | Service planned for ???   |
| Range Rover 1        | Mike Burrows       | Paul Sargent/Stuart Pollard      | N/A          | Current Retrieve, Next Service planned Jan 2015   |
| Buggy 1              | Paul Sargent       | Paul Sargent                     | N/A          | Next service planned Feb 2015   |
| Buggy 2              | Paul Sargent       | Paul Sargent                     | N/A          | Next service planned Feb 2015   |
| Mni Bus              | Paul Sargent       | External, Paul Sargent to manage | Paul Sargent | Next Service planned March 2015   |
| Mazda 44 Pickup      | Paul Sargent       | External, Paul Sargent to manage | Paul Sargent | Next Service planned March 2015   |
| Diesel Bowser        | Iba                | Iba                              | N/A          |   |
| Bowser (18,000L)     | David Hurst        | External, Simon Gutman to manage | N/A          | We now have a possible contact to maintain the bowser engine. Some minor body work will be required to the cab in the near future.  |
| Bowser (smaller cab) | n/a                | n/a                              | N/A          | To be return to RN, David Durston handling  |
| Air Tow Ropes        | Simon Gutman       | Simon Gutman                     | N/A          | We have 5 servicable ropes  |
| Trailers             | Martin Hennegan    | Martin Hennegan/Chris Hennisman  | N/A          | See Separate Sheet  |

Key   Servicable no known issues   Servicable with known issues   Unservicable or out of date

NOTES **Owners are expected to:**  
 Keep a general eye on the vehicle condition  
 Take time to clean it once a month, inside and out  
 Check routine items such as fuel, radiator, brake fluid, tyre pressures, etc.  
 Report any damage or operational problems to the maintainer in a timely manner

**Maintainers are expected to:**  
 Arrange for the servicing of vehicles at suitable intervals either internally or by external engineers as appropriate  
 Undertake minor repairs within their skill level in a timely fashion  
 Arrange for major repairs beyond their own skill level with other's or external engineers as appropriate

**Owners are not expected to:**  
 Undertake any servicing or repair work unaided

| Trailer | Comment        |
|---------|----------------|
| K8      |                |
| K13     | No Spare Wheel |
| K21     |                |
| Discus  |                |
| Duo     |                |

Notes:

# Profit & Loss

## Portsmouth Naval Gliding Centre For the month ended 31 August 2014

|   | Aug-14     | Jul-14        | Jun-14        | May-14       | YTD           |
|---|------------|---------------|---------------|--------------|---------------|
| <b>Income</b>                             |            |               |               |              |               |
| <b>Flying and membership income</b>       |            |               |               |              |               |
| Flying fees                               | -          | 7,905         | 6,879         | 7,432        | 56,955        |
| Membership fees                           | -          | -             | 120           | 50           | 10,765        |
| Trial lessons                             | -          | 3,410         | 3,040         | 2,182        | 17,797        |
| <b>Total Flying and membership income</b> | -          | <b>11,315</b> | <b>10,039</b> | <b>9,663</b> | <b>85,516</b> |
| <b>Total Income</b>                       | -          | <b>11,315</b> | <b>10,039</b> | <b>9,663</b> | <b>85,516</b> |
| <b>Gross Profit</b>                       | -          | <b>11,315</b> | <b>10,039</b> | <b>9,663</b> | <b>85,516</b> |
| <b>Plus Other Income</b>                  |            |               |               |              |               |
| Glider hire                               | -          | -             | -             | 40           | 390           |
| Miscellaneous income                      | -          | -             | 1,187         | 13           | 5,268         |
| Motor glider hire                         | -          | -             | -             | -            | 263           |
| Vehicle usage charges, Minibus            | -          | -             | 110           | -            | 110           |
| <b>Hangarage &amp; trailers</b>           |            |               |               |              |               |
| Hangarage, AC                             | -          | -             | -             | 2,700        | 10,500        |
| Hangarage, GL                             | -          | -             | -             | -            | 300           |
| Trailer storage                           | -          | -             | -             | 817          | 817           |
| <b>Total Hangarage &amp; trailers</b>     | -          | -             | -             | <b>3,517</b> | <b>11,617</b> |
| <b>Unused Income groups</b>               |            |               |               |              |               |
| Caravan storage                           | 210        | -             | -             | -            | 1,943         |
| <b>Total Unused Income groups</b>         | <b>210</b> | -             | -             | -            | <b>1,943</b>  |
| <b>Total Other Income</b>                 | <b>210</b> | -             | <b>1,297</b>  | <b>3,569</b> | <b>19,590</b> |
| <b>Less Operating Expenses</b>            |            |               |               |              |               |
| Fixed asset depreciation account          | -          | -             | -             | -            | 13,059        |
| Glider BGA fees                           | 117        | -             | -             | -            | 351           |
| Operations, maps                          | -          | -             | -             | -            | 160           |
| Operations, parachute purchase            | -          | -             | -             | -            | 1,350         |
| Operations, parachute service/repair      | -          | 123           | -             | -            | 558           |
| Operations, trial lesson labour           | -          | -             | -             | -            | 6             |
| Operations, trial lesson overheads        | -          | 92            | -             | -            | 344           |
| Secretarial, IT purchase.                 | -          | -             | -             | -            | 411           |
| Secretarial, IT repair                    | -          | -             | -             | -            | 653           |
| Secretarial, stationery                   | -          | 2             | 27            | -            | 460           |
| Travelling expenses                       | -          | 33            | -             | -            | 390           |
| <b>Aircraft maintenance total</b>         |            |               |               |              |               |
| Aircraft maintenance, aircraft labour.    | -          | -             | -             | -            | 117           |
| Aircraft maintenance, aircraft parts      | -          | -             | -             | -            | 2,883         |
| Tug oil                                   | -          | -             | -             | 102          | 251           |
| <b>Total Aircraft maintenance total</b>   | -          | -             | -             | <b>102</b>   | <b>3,251</b>  |
| <b>Avgas use</b>                          |            |               |               |              |               |



# Profit & Loss

|   | Aug-14         | Jul-14       | Jun-14        | May-14     | YTD           |
|---|----------------|--------------|---------------|------------|---------------|
| Aircraft maintenance, aircraft fuel           | -              | 1,560        | 1,781         | -          | 13,859        |
| Aircraft maintenance, motor glider fuel       | -              | 395          | 354           | -          | 2,346         |
| <b>Total Avgas use</b>                        | -              | <b>1,955</b> | <b>2,134</b>  | -          | <b>16,205</b> |
| <b>Estates management</b>                     |                |              |               |            |               |
| Estates, buildings upkeep.                    | -              | -            | -             | 14         | 131           |
| Estates, clubhouse upkeep                     | -              | 26           | 57            | 124        | 1,180         |
| Heating oil                                   | -              | -            | -             | -          | 1,443         |
| <b>Total Estates management</b>               | -              | <b>26</b>    | <b>57</b>     | <b>138</b> | <b>2,754</b>  |
| <b>Finance director controlled</b>            |                |              |               |            |               |
| De Minimus correction                         | -              | -            | -             | -          | 8,239         |
| Depreciation account all other assets         | -              | -            | -             | -          | 4             |
| Estates, electricity                          | -              | 243          | 24            | 174        | 1,500         |
| Estates, rent                                 | (2,000)        | -            | 2,000         | -          | 3,000         |
| Estates, telephone usage charges              | -              | 12           | 14            | 4          | 130           |
| Estates, waste management                     | -              | 111          | -             | 247        | 1,185         |
| Finance, auditor fee                          | -              | (450)        | 450           | -          | 960           |
| Finance, bank charges                         | -              | -            | -             | 10         | 116           |
| Finance, credit card fees                     | -              | -            | 93            | -          | 897           |
| Miscellaneous payments                        | -              | -            | 1,187         | -          | 1,386         |
| Operation, BGA fees                           | -              | 192          | -             | -          | 1,970         |
| Operations, airfield use charges              | -              | -            | -             | -          | 8             |
| Other expenses incurred during operations     | -              | 107          | 926           | 48         | 3,260         |
| Secretarial, insurance                        | -              | -            | 10,000        | -          | 10,000        |
| <b>Total Finance director controlled</b>      | <b>(2,000)</b> | <b>216</b>   | <b>14,694</b> | <b>483</b> | <b>32,655</b> |
| <b>Glider maintenance total</b>               |                |              |               |            |               |
| Aircraft maintenance, glider labour           | -              | -            | 477           | -          | 4,393         |
| Aircraft maintenance, glider parts            | -              | 371          | 11            | 63         | 4,026         |
| <b>Total Glider maintenance total</b>         | -              | <b>371</b>   | <b>487</b>    | <b>63</b>  | <b>8,418</b>  |
| <b>Ground vehicle fuel total</b>              |                |              |               |            |               |
| Ground equipment maintenance, 4X4 fuel        | -              | -            | 145           | 127        | 272           |
| Ground equipment maintenance, golf buggy fuel | -              | 117          | 21            | 70         | 761           |
| Ground equipment maintenance, minibus fuel    | -              | -            | 158           | -          | 163           |
| <b>Total Ground vehicle fuel total</b>        | -              | <b>117</b>   | <b>325</b>    | <b>197</b> | <b>1,197</b>  |
| <b>Ground vehicle maintenance total</b>       |                |              |               |            |               |
| Aircraft maintenance, glider trailers         | -              | -            | -             | 22         | 402           |
| Ground equipment maintenance, 4X4             | -              | -            | 10            | 30         | 465           |
| Ground equipment maintenance, bus             | -              | -            | 900           | -          | 1,255         |
| Ground equipment maintenance, log cabin       | -              | 35           | -             | -          | 42            |
| Ground equipment maintenance, Minibus         | -              | -            | 111           | -          | 501           |
| Ground equipment maintenance, miscellaneous   | -              | 33           | -             | 125        | 340           |
| Ground equipment maintenance, Range Rovers    | -              | -            | -             | -          | 104           |
| Ground equipment maintenance, ride on mower   | -              | -            | 4             | -          | 62            |



# Profit & Loss

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|   | Aug-14         | Jul-14       | Jun-14         | May-14        | YTD           |
|---|----------------|--------------|----------------|---------------|---------------|
| Ground equipment maintenance, winch           | -              | -            | 532            | 188           | 3,571         |
| <b>Total Ground vehicle maintenance total</b> | -              | 68           | 1,557          | 364           | 6,742         |
| <b>Motor glider maintenance total</b>         |                |              |                |               |               |
| Aircraft maintenance, motor glider labour     | -              | -            | -              | -             | 1,598         |
| Aircraft maintenance, motor glider parts      | -              | -            | -              | -             | 1,313         |
| <b>Total Motor glider maintenance total</b>   | -              | -            | -              | -             | 2,911         |
| <b>Propane total</b>                          |                |              |                |               |               |
| Ground equipment maintenance, propane         | -              | 19           | -              | 908           | 1,736         |
| <b>Total Propane total</b>                    | -              | 19           | -              | 908           | 1,736         |
| <b>Total Operating Expenses</b>               | <b>(1,883)</b> | <b>3,023</b> | <b>19,281</b>  | <b>2,256</b>  | <b>93,609</b> |
| <b>Net Profit</b>                             | <b>2,093</b>   | <b>8,292</b> | <b>(7,945)</b> | <b>10,977</b> | <b>11,496</b> |

# Balance Sheet

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## Portsmouth Naval Gliding Centre As at 31 August 2014

|                                      | 31 Aug 2014    | 31 Aug 2013    |
|--------------------------------------|----------------|----------------|
| <b>Assets</b>                        |                |                |
| <b>Bank</b>                          |                |                |
| PNGC Barclays current                | 85,973         | 68,134         |
| PNGC charities account               | 33,210         | 33,210         |
| PNGC Lloyds current                  | 1,033          | 96             |
| PNGC Lloyds online payment           | 47             | 311            |
| <b>Total Bank</b>                    | <b>120,264</b> | <b>101,751</b> |
| <b>Current Assets</b>                |                |                |
| Accounts Receivable                  | 3,125          | 9,595          |
| <b>Total Current Assets</b>          | <b>3,125</b>   | <b>9,595</b>   |
| <b>Fixed Assets</b>                  |                |                |
| Aircraft                             | 60,000         | 60,000         |
| Aircraft equipment                   | 16,449         | 16,449         |
| Depreciation account                 | (13,063)       | -              |
| Gliders                              | 259,500        | 259,500        |
| Miscellaneous assets                 | 33,770         | 33,412         |
| Motor vehicles & equipment           | 51,851         | 51,851         |
| Winch                                | 38,000         | 38,000         |
| <b>Total Fixed Assets</b>            | <b>446,508</b> | <b>459,212</b> |
| <b>Total Assets</b>                  | <b>569,897</b> | <b>570,558</b> |
| <b>Liabilities</b>                   |                |                |
| <b>Current Liabilities</b>           |                |                |
| Accounts Payable                     | 20             | 5,391          |
| Members payments on account          | 24,048         | 16,385         |
| Sold trial lesson vouchers           | 2,524          | 5,956          |
| VAT                                  | (4,785)        | (1,366)        |
| <b>Total Current Liabilities</b>     | <b>21,807</b>  | <b>26,365</b>  |
| <b>Non-Current Liabilities</b>       |                |                |
| Grant authority liability            | 52,000         | 52,000         |
| Loan                                 | (7,600)        | -              |
| <b>Total Non-Current Liabilities</b> | <b>44,400</b>  | <b>52,000</b>  |
| <b>Total Liabilities</b>             | <b>66,207</b>  | <b>78,365</b>  |
| <b>Net Assets</b>                    | <b>503,689</b> | <b>492,193</b> |
| <b>Equity</b>                        |                |                |
| Conversion balance                   | 474,373        | 474,373        |
| Current Year Earnings                | 11,496         | 17,820         |
| Retained Earnings                    | 17,820         | -              |
| <b>Total Equity</b>                  | <b>503,689</b> | <b>492,193</b> |