

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

Minutes of Committee Meeting – 3 March 2015

The Meeting opened in the PNGC Clubhouse at 19.30

Present: Chairman	Capt. David Durston RN (DD)
Chief Flying Instructor	Tony World (TW)
Air Engineering Representative	Henry Freeborn (HF)
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	Lloyd Brown (LB)

	Item	Action
1	APOLOGIES Nil	
2a	MINUTES OF THE PREVIOUS MEETING The Minutes of the Meeting held on 20 January 15 were approved.	
2b	MATTERS ARISING <ol style="list-style-type: none"> 1. Para 2b2 (crowd barriers-PNGC labelling) TO WORKLIST. 2. Para 5b (visitor aerotow rates- 4,000’/£50) PROMULGATE. 3. Para 5d (bowser shelter) TO WORKLIST. 4. Para 6c (Hangars west planning apps) TO WORKLIST. 5. Para 6e (CEMAST flying) ONGOING. 6. Para 6g (radios) MONITOR APPROVED FUNDING. 7. Para 6h (business plan) BY NEXT MEETING. 8. The Committee offered a vote of thanks to Neil Shaw for his time as Minutes Secretary, now no longer possible due to work commitments. 	AC TW SG AC TW DD TW LB
3	CHAIRMAN <ol style="list-style-type: none"> 1. DD re-emphasised the need to maximise flying activities and requested that all equipment should be made serviceable and available for increased flying operations as the weather improves. 2. He requested details of movements YTD, which currently total 9,346, giving a forecast of ca11,000 for the whole year against a cap of 16,400. 3. The current RCAM contract is to be extended until Sep 15 and possibly beyond. (<i>pmn: now understood to be May 15</i>) 	

	<p>4. Although not currently agreed by HCA or RCAM, it is important that the concept of self-help be actively pursued and encouraged as the overcharging constraints were understood to be substantially different under local government ownership of the site.</p>	
4	<p>CFI</p> <ol style="list-style-type: none"> 1. TW reported that the winch is now back on line. 2. Courses will be held at PNGC in Apr, May, Aug and Sept 15 and instructors will be required. 3. Scout flying is to start in May15 on Friday evenings and instructors are to be sought. 4. CEMAST flying is currently on hold. 	
5	<p>UPDATES</p> <ol style="list-style-type: none"> 1. SAFETY <ol style="list-style-type: none"> a. MH expanded on the issue of 'pedestrians' as being PNGC junior members crossing in front of a taxiing aircraft. It was agreed that re-briefing is necessary and that PNGC should be seen to co-operate in avoiding such complaints. The second red safety issue relating to rough ground will be carried forward to further meetings with HCA/RCAM. b. The Chairman reminded the meeting that all Safety issues should be carefully recorded. Where these are raised to RCAM, MH to please ensure that they are formally recorded within RCAM. A sense had arisen that some issues were not gaining the necessary profile for effective resolution at site level. 2. ADMIN <ol style="list-style-type: none"> a. SI passed a BGA form to TW for completion. b. TW to supply website master charges document to SI for update as necessary. c. The Chairman requested that membership details should be modified to show the totals of Entitled and Non-Entitled members. d. It was agreed that Yvonne would be invited to speak to the next meeting; LB to agenda. e. TW to provide SI with August course dates for Diary 3. ESTATES <ol style="list-style-type: none"> a. It was agreed that the hangar rewiring is a key business issue and AC was asked to progress the work with TW, Paul Carder and Mike Wood as early as practicable, now that the groundworks to renew supply cables had been completed by GVA. 4. FINANCIAL <ol style="list-style-type: none"> a. Balance sheet and Profit & Loss statements attached. b. It was pointed out that further details of future Service Charges, which will be significant, are still awaited. 	<p>TW</p> <p>MH</p> <p>TW</p> <p>SI</p> <p>LB</p> <p>TW</p> <p>TW</p>

	<p>c. The need for a robust business plan was reinforced before the next Committee meeting. This arises now because of new negotiations for rent and service charges failig due imminently</p> <p>5. GROUND EQUIPMENT</p> <p>a. The meeting offered a vote of thanks to SG and his team for the work carried out on the bus and winch.</p> <p>b. SG sought guidance on the re-spray of the winch and it was agreed a hand repaint would suffice.</p> <p>c. SG advised that Range Rover 1 is offline and RR2 is beyond economic repair. He was requested to repair RR1 and research a low cost replacement for RR2.</p> <p>d. SG added that the Transit Minibus requires an MOT test.</p> <p>e. SG was tasked with seeking more information regarding the proposed Skylaunch winch spares pool.</p> <p>6. AIR</p> <p>a. In response to the AE report that the Pawnee would soon run out of hours, the Chairman highlighted the continuing unsatisfactory state of the tug fleet and emphasised that having all 3 tugs unavailable simultaneously would be unacceptable. HF advised the meeting that VH should be on line before the available hours on the Pawnee expire.</p>	<p>AT/CMcC TW</p> <p>SG</p> <p>SG</p> <p>SG</p> <p>SG</p> <p>HF/TW</p>
6	<p>DIARY</p> <p>a. Development Weeks 4-8 May and September (dates TBC)</p>	<p>TW</p>
7	<p>AOB</p> <p>a. A further instance of alleged bullying was reported by AC. The Committee heard the basis of the alleged circumstance and agreed it to be unacceptable if events were as presented. The need to follow policy and published procedures of RNGSA/PNGC/BGA was emphasised. TW agreed to assist with informal intervention in the next instance as GM, and both to keep the Chairman informed of the outcome OOC.</p> <p>b. AT reported that the Duty Logger had not appeared for his Saturday and Sunday duties at the weekend and TW agreed he would write an appropriate letter to the member.</p> <p>c. HF advised that a hangar/workshop clean is required.</p> <p>d. The group was asked by the Chairman to consider the acquisition of a replacement glider for the Junior. HF proposed, and the group agreed, that another ASK21 would be more suited to the Club's needs. It would also be consistent with the existing fleet and PNGC's earlier policy of moving towards an all GRP and lower maintenance fleet, although it was not the right time to dispose of any older gliders yet. The Committee agreed the direction in principle and HF agreed to forward suitable specification and cost proposals OOC, noting</p>	<p>AC/TW</p> <p>TW</p> <p>AC</p>

	the scarcity of cost-effective second hand options, and that a new build option for December probably existed if an early decision could be reached, including by the core Board members. If achievable, this should also secure current pricing ahead of Schleicher price increases expected 1 Jan 16.	HF
8	DONM Monday 20 th April at 1930 in the PNGC Clubhouse	ALL

The meeting closed at 2230

D H DURSTON
 Captain Royal Navy
 Executive Chairman, PNGC Ltd

Attached:

1. Safety Report
2. Admin Report
3. Estates Report
4. Finance Report
5. Ground Equipment Report
6. Air Engineering Report

PNGC COMMITTEE AGENDA

Tuesday 03 March 2015 19:30 hrs
PNGC Clubhouse, Daedalus Airfield

- | | |
|--|-------|
| 1. Apologies | Sec |
| 2. Minutes of Meeting 7 Oct 2014 | Sec |
| a. Approval | |
| b. Matters Arising | |
| 3. Chairman | |
| 4. CFI | TW |
| 5. Updates by Team Leaders | ALL |
| a. Safety | |
| b. Admin & Security (incl membership applications) | SI |
| c. Estates & Security | AC |
| d. Financial status and planning | AT |
| e. Ground Equipment | SG |
| f. Air Engineering | HF |
| 9. Diary Events | SI |
| 10. AOB | Chair |
| 11. Date of Next Meeting | Chair |

PNGC Work Area Tracker

Section:	Safety	Lead Member:	Martin Heneghan	Updated	3/3/15
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Task Area	Status Update (and exception reporting)	Pending Action(s)	Completion Outlook	Urgency	RAG Status	Committee Review?
Documentation	Annual review of Risk Assessments, Method Statements and Notices	1. Completed.	February 2015	Low	Green	No
Youth Policy Report	Completed and distributed to Committee	1. Discussed at February Com Mtg. Items relating to ATC to be discussed with PNGC co-ordinator for ATC.	March 2015	Low	Green	No
BGA Review of Safety Management	Undergoing a major overhaul by BGA .	1. Any follow-up actions required by PNGC will be brought to the attention of the Committee.	Unknown	Low	Green	No
MOR & Airprox	1. MOR dated 14 th Oct 2014 Atlas helicopter operations contravening airfield rules and conflict with nominated circuit flow. 2. AIRPROX 2014115 Conflict in the circuit between a Tug combination and Twin a/c.	1. Reply from CAA 20 th Jan 2015. Conclusion – no evidence of conflict.		1. Med	Green	No
		2. Draft report from CAA issued (31/10/2014), no word on the final report or RCAM follow-up action.	TBA	2. Low	Green	No
Airfield Safety Meetings	Held Monthly	1. Pedestrians walking on the airfield 2. Signs at Milvil Road C1 & FI cause for concern.	TBA TBA	1.High 2. Med	Red Amber	Yes Yes
Audit	RN Flight Safety - Assurance	Informal visit by Lt/Cdr N Cowlshaw followed by report to the Committee.	Deferred	Low	Green	No
Airfield Safety	Rough Ground	Reported to RCAM through Airfield Safety Committee and RCAM Safety & Security Log (following K6 damage).	Unknown	High	Red	Yes
Airspace	Amendment to Southern England VFR 1:500,000 Chart	At next issue will be annotated with 'Intense Gliding Activity' in the Solent region.	March 2015	Low	Green	No

PNGC Work Area Tracker

Flight Safety	Booking out SLMGs	A board has been produced and located in the hangar.	Completed	Low	Green	No
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RB FIRE SAFETY SERVICES LTD

Dear Customer,

Please see the below price list for new fire extinguishers and charges for servicing.

Our technical engineer is BAFE trained and FETA qualified to service and maintain all portable fire extinguishers. We believe that you will find our prices very competitive when compared with other firms.

PRICE LIST FOR NEW FIRE EXTINGUISHERS

6 Litre	Water Additive	£48.50
3 Litre	AFFF Foam	£41.00
6 Litre	AFFF Foam	£51.00
2 kg	ABC Dry Powder	£30.00
4 kg	ABC Dry Powder	£48.00
6 kg	ABC Dry Powder	£51.00
2 kg	Carbon Dioxide (Co2)	£50.50
5 kg	Carbon Dioxide (Co2)	£88.00
6 Litre	Wet Chemical	£149.00
1.8m x 1.2m	Fire Blanket	£25.50

RE-CHARGING PRICES

Water	£ 11.00
6 Litre AFFF Foam / Water with additive	£ 19.50
2 kg Dry Powder	£ 21.00
4 kg Dry Powder	£ 35.00
6 kg Dry Powder	£ 38.00
2 kg CO2 Refurbished	£ 29.00
Wet Chemical 6 Litre	£ 40.50

ANNUAL SERVICE CHARGES

1 to 10 Fire Extinguishers (per premises)	£ 30.00
Additional extinguishers above 10	£ 3.00

**All extinguishers are manufactured to BS EN3
All prices are subject to V.A.T**

<u>Membership category</u>	<u>No of members</u>			
	08-Nov-14	08-Dec-14	18-Jan-15	27-Feb-15
FULL	223	221	224	245
FAMILY	51	50	50	50
SPECIAL	48	48	48	50
ORDINARY	29	31	31	30
ATC_CCF	27	27	0	
GrpAccnt	26	10	10	10
CADET	21	21	21	17
HON_LIFE	13	12	12	14
YOUTH	9	9	0	0
SOCIAL	9	9	9	10
JUN_SPEC	6	6	8	7
Motor Glider			4	5
Total Excluding temp	462	444	417	438
Civ Vouch / Cash (temp)	50	51	53	38
COURSE (temp)	17	16	16	16
RECIP (temp)	16	16	15	15
StDunstn (temp)	12	12	12	12
Fareham College	0	0	0	12
Toatl temp members	95	95	96	93
Total club members	557	539	513	531

BRITISH GLIDING ASSOCIATION – CLUB ANNUAL STATISTICS

This questionnaire should be completed as at 30th September 2014. Please complete and return to the BGA office by post or email to debbie@gliding.co.uk not later than 31 October 2014

It is of enormous assistance to us if you can get these statistics back early and we thank you in advance.

Section 1 - Your Club (PLEASE USE BLOCK CAPITALS)

Club Title: Portsmouth Naval Gliding Centre Ltd	
Club Address: Daedalus Airfield, Argus Gate, Broom Way, Lee on the Solent, PO13 9YA.	
Club Email: flightbookings@pngc.co.uk	Club Website: www.pngc.co.uk
Club Tel No: 0845 6008518 (booking line number)	Club Fax No:
Radio Freq: 118.925 (Lee Radio) MHz	Radio Call Sign: Glider Base
Gliding Operation frequency: 118.925	

Club Officers: THIS SECTION IS VITAL TO HELP US HELP YOU – PLEASE COMPLETE CAREFULLY

Chairman Name: Captain David H Durston MA MBA FCMI FRAeS Royal Navy Email: durston1@ntlworld.com Tel: 0044 7868 328421	Address: 46 The Ridgeway, Fareham, Hants, PO16 8RE Club-related communications from BGA to be sent to Home Address
Treasurer Name: Chris McCulloch Email: treasurer@pngc.co.uk Tel: 01329 310680	Address: 188 Gudgeheath Lane Fareham, Hampshire PO15 6QB Club-related communications from BGA to be sent to Home Address
CFI Name: Tony World Email: cfi@pngc.co.uk Tel: 02392 604510	Address: c/o Specialized Fabrications Ltd. Unit 4B, Heritage Business Park, Gosport, Hampshire, PO12 4BG Club-related communications from BGA to be sent to Business address
Technical Officer Name: Henry Freeborn Email: ewanharry@gmail.com Tel: 01329 516377	Address: 16 Grindle Close Portchester, Hampshire, PO16 8EF Club-related communications from BGA to be sent to Home Address
Safety Officer Name: Martin Heneghan Email: c/o cfi@pngc.co.uk Tel:	Address: HCA Daedalus Airfield, Argus Gate, Broom Way Lee on the Solent, Hampshire, PO13 9YA. Club-related communications from BGA to be sent to Club Address
Publicity Officer Name: Siggie Ingason Email: siggie.ingason@gmail.com Tel: 01489 577106	Address: 186 Locks Road, Locks Heath, Southampton Hampshire, SO31 6LE Club-related communications from BGA to be sent to Home Address
Secretary Name: Neil Shaw Email: neilshaw@gmail.com Tel: 02392 552345	Address: c/o 46 The Ridgeway , Fareham, Hants, PO16 8RE Club-related communications from BGA to be sent to Home Address
Child Protection Lead: Yvonne Elliott Email: cpo@pngc.co.uk	Address: The Meadows, Heath Road Soberton Heath Hampshire SO32 3PQ

Section 2 - Membership

The BGA needs accurate statistics as to the number of active glider pilots for its own internal administrative procedures, for its dealings with Sports Councils, for FAI purposes and for political lobbying nationally and internationally. The statistics required are those at **30 September 2014**.

Membership categories vary from club to club but are usually of three broad types i.e. full, temporary, and non-flying. General definitions are:

Membership type	General definition	Typical categories
FULL	Full privileges	
TEMPORARY	Entitled to a limited number of flights (during a period of not more than 3 consecutive months)	Trial lesson pilot Course member (unless converted to full flying membership)
NON-FLYING	Entitled to some membership privileges	Non-flying, Social

Please complete the grid below giving the highest number of **Full** and **Non-flying** members of your club during the period 1 October 2013 to 30 September 2014. For **Temporary** members please state the number of temporary members who flew at your club during the year ended 30 September 2014.

Members	Totals
Full Aged 21 & over	[315]
Full Aged under 21	[39]
Temporary All	[96]
Non-Flying All	[59]

Female full flying members	[3]
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Total number of new full flying members (adult and junior) who joined from 1 Oct 2013 to 30 Sept 2014	[?]
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Declaration

I confirm that, to the best of my knowledge and belief, these membership statistics are accurate

Sign [...Siggí Ingason.....]

Position
in Club [Admin Team lead and Publicity Officer.....]

Affiliated Membership

The BGA understands that there are a number of University clubs, Scout groups, enthusiasts and other organisations occasionally flying within BGA member clubs. To enable the BGA to identify the true number of participants in UK gliding and thus better make our case in external negotiations, we require additional information regarding what are best described as 'affiliated members'. This information is not used to calculate the annual membership levy - the BGA expects clubs to return accurate membership figures in section 2.

Please list the affiliated organisations or clubs or groups within your club whether they turn up regularly or not and provide an estimation of total numbers in each organisation.

Affiliated Organisation	Total Numbers in Organisation

Section 3 – Your Club Operation

AIRCRAFT at 30 Sept 2014

aircraft	total	aircraft	total
Club 2 Seat Gliders	5	Private Gliders (all)	?
Club 1 Seat Gliders	2	Private Tugs	1
Club Tugs	3	Private SLMG	2
Club SLMG	1		

SUMMARY OF FLYING 1 Oct 2013 to 30 Sept 2014

Winch, autotow or bungee Launches	Aerotow Launches	Self Launch (if known)	Total Launches
a. [2452]	b. [786]	c. [134]	a+b+c. [3372]

Total Hours Flown from the Site	[899]
Total Kms Flown Cross Country	[?]
Number of Days on which flown	[129 App]

OTHER

VHF Air/Ground Radio Frequency used	[118.925]
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INSURANCE

The annual renewal date of the club insurance policy is [.....1st November.....]

All club owned or operated gliders are covered by third party insurance to the minimum third party and/or combined third party and second seat requirements as required by BGA Laws and Rules

Signed [.....] Name [.....]

Date: [.....]

THANK YOU FOR COMPLETING THIS INFORMATION

The information is kept secure and used to further the aims of the BGA and its Member Clubs
 BGA Office Tel: 0116 2892956 Fax 0116 2895025 Email: office@gliding.co.uk

PNGC Work Area Tracker

Section:	Admin & Security	Lead Member:	Siggi Ingason	Updated	3 March 2015
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Task Area	Status Update (and exception reporting)	Pending Action(s)	Completion Outlook	Urgency	RAG Status	Committee Review?
Freshers Fair	Freshers Fair update. 21 people signed up for membership	Identify other Freshers Fairs.	Ongoing	N/A	Green	For Info
Generate new PNGC Leaflet	Completed and used at Sultan	none	Ongoing	N/a	Green	For info
Membership stats	Monthly report on membership numbers	Ongoing	Ongoing	Med	Green	Separate file supplied
Fire extinguishers testing	Supplied price list for extinguisher testing to Simon	Decision on who and when to test extinguishers	Ongoing	Med	Green	Separate file supplied
Personal Flight log on PNGC website	Identified problem for personal flight logs on PNGC website	Problem currently being reviewed. Possibly caused by surname changes / updates on website contact list.	Under investigation	Low	AMBER	For Info
BGA return	Review BGA information updated but needs to be reviewed	Review BGA information before submitting return to BGA	At March committee meeting	High	AMBER	Yes
PNGC Charges	PNGC Charges document on website needs to be updated	Identify who has the document that can be updated	Mid March	Med	AMBER	Yes

PNGC Work Area Tracker

Section:	Estates	Lead Member:	Alan Clark	Updated	03/03/15
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Task Area	Pending Action(s)	Completion Outlook	Urgency	RAG Status	Committee Review?
Bellman 4 Hangar	<ol style="list-style-type: none"> Fit anti-bird netting to main hangar doors. Replace missing gutter section to Southern eaves. Security signage to be sourced and purchased for ALL PNGC buildings. Re-wiring of hangar following new supply. 	<ol style="list-style-type: none"> Mar-April 2015. Mar-April 2015. Mar-April 2015. Mar-April 2015. 	<ol style="list-style-type: none"> Low Low Med High 	<ol style="list-style-type: none"> Green Amber Green Red 	<ol style="list-style-type: none"> No. No. Approved. Yes – Budget
Clubhouse	<ol style="list-style-type: none"> Provide an off-shelf weatherproof wood store. Paint Bunk Rooms. Blinds for Briefing & Bunk Rooms. Remove Junk – All Rooms. Assess repairs to log burner door. Large notice board to be placed in main entrance lobby. 	<ol style="list-style-type: none"> Dec-Jan 2015. Jan-Feb 2015. Jan-Feb 2015. On-going. Jan-Feb 2015. Jan-Feb 2015. 	<ol style="list-style-type: none"> Low Low Low Low Low Low 	<ol style="list-style-type: none"> Green Green Green Green Green Green 	<ol style="list-style-type: none"> Approved. No. No. No. No. No.
Q & U Hangars	<ol style="list-style-type: none"> Cleaning party required for tidy up Q Hangar. 	<ol style="list-style-type: none"> Mar-April 2015. 	<ol style="list-style-type: none"> Low 	<ol style="list-style-type: none"> Green 	<ol style="list-style-type: none"> No.
Inflam Store	<ol style="list-style-type: none"> Leak to roof detected – Required repairs to be assessed. 	<ol style="list-style-type: none"> To be assessed. 	<ol style="list-style-type: none"> Med 	<ol style="list-style-type: none"> Amber 	<ol style="list-style-type: none"> No.
Airfield & Launch Point	<ol style="list-style-type: none"> Control barriers to demarcate visitor observation areas. Equipment sourced. Exact requirement to be assessed when normal operations resume. 	<ol style="list-style-type: none"> Mar-April 2015. 	<ol style="list-style-type: none"> Med 	<ol style="list-style-type: none"> Amber 	<ol style="list-style-type: none"> Approved.
Clubhouse Grounds	<ol style="list-style-type: none"> Accumulated junk from Clubhouse and Grounds to be burned/removed. 	<ol style="list-style-type: none"> On-going. 	<ol style="list-style-type: none"> Low 	<ol style="list-style-type: none"> Amber 	<ol style="list-style-type: none"> No.
Bellman 4 Grounds	<ol style="list-style-type: none"> Nothing pending. 				

Balance Sheet

Portsmouth Naval Gliding Centre As at 31 March 2015

31 Mar 2015

31 Mar 2014

Assets

	31 Mar 2015	31 Mar 2014
Bank		
PNGC Barclays current	78,453	65,015
PNGC charities account	33,210	33,210
PNGC Lloyds current	1,003	1,028
PNGC Lloyds online payment	292	317
Total Bank	112,959	99,571
Current Assets		
Accounts Receivable	2,070	11,513
Total Current Assets	2,070	11,513
Fixed Assets		
Aircraft	78,000	60,000
Aircraft equipment	16,449	16,449
Depreciation account	(26,333)	(15,297)
Gliders	259,500	259,500
Miscellaneous assets	33,770	33,412
Motor vehicles & equipment	51,851	51,851
Winch	38,000	38,000
Total Fixed Assets	451,238	443,915
Total Assets	566,266	554,999

Liabilities

Current Liabilities		
Accounts Payable	5,898	911
Members payments on account	15,303	21,311
Sold trial lesson vouchers	10,055	8,251
VAT	(2,495)	(945)
Total Current Liabilities	28,762	29,528
Non-Current Liabilities		
Grant authority liability	52,000	52,000
Total Non-Current Liabilities	52,000	52,000
Total Liabilities	80,762	81,528
Net Assets	485,504	473,470

Equity

Conversion balance	474,373	474,373
Current Year Earnings	5,123	(18,723)
Retained Earnings	6,009	17,820
Total Equity	485,504	473,470

Profit & Loss

Portsmouth Naval Gliding Centre For the month ended 31 March 2015

	Mar-15	Feb-15	Jan-15	Dec-14	YTD
Income					
Flying and membership income					
Flying fees	-	315	23	2,396	26,482
Membership fees	-	-	600	-	600
Trial lessons	-	-	-	800	6,732
Total Flying and membership income	-	315	623	3,196	33,814
Total Income	-	315	623	3,196	33,814
Gross Profit	-	315	623	3,196	33,814
Plus Other Income					
Miscellaneous income	-	-	-	-	413
Hangarage & trailers					
Hangarage, AC	-	-	-	2,700	5,700
Trailer storage	-	-	-	-	350
Total Hangarage & trailers	-	-	-	2,700	6,050
Total Other Income	-	-	-	2,700	6,463
Less Operating Expenses					
Operations, logbooks	-	-	-	-	46
Operations, parachute purchase	-	-	-	-	1,325
Operations, parachute service/repair	-	-	-	-	210
Operations, trial lesson overheads	-	-	86	-	180
Secretarial, IT repair	-	-	-	-	241
Secretarial, stationery	-	-	10	11	94
Travelling expenses	-	-	77	26	159
Aircraft maintenance total					
Aircraft maintenance, aircraft ferry flights	-	-	-	-	117
Aircraft maintenance, aircraft labour.	-	1,119	175	-	1,704
Aircraft maintenance, aircraft parts	-	89	711	209	2,363
Tug oil	-	-	194	-	242
Total Aircraft maintenance total	-	1,208	1,081	209	4,426
Avgas use					
Aircraft maintenance, aircraft fuel	-	-	1,166	912	5,077
Aircraft maintenance, motor glider fuel	-	-	88	107	769
Total Avgas use	-	-	1,254	1,019	5,846
Estates management					
Estates, clubhouse upkeep	-	-	132	5	244
Heating oil	-	-	-	-	587
Total Estates management	-	-	132	5	831
Finance director controlled					
Estates, telephone usage charges	-	-	-	-	76

Profit & Loss

	Mar-15	Feb-15	Jan-15	Dec-14	YTD
Estates, waste management	-	-	-	-	469
Finance, auditor fee	-	-	-	-	500
Finance, bank charges	-	-	-	-	20
Finance, credit card fees	-	-	-	-	313
Miscellaneous payments	-	415	-	-	448
Operation, BGA fees	-	-	-	384	588
Operations, airfield use charges	-	-	-	-	40
Other expenses incurred during operations	-	-	233	-	3,842
Secretarial, insurance	-	-	-	-	9,459
Total Finance director controlled	-	415	233	384	15,755
Glider maintenance total					
Aircraft maintenance, glider labour	-	-	-	-	488
Aircraft maintenance, glider parts	-	26	40	-	745
Total Glider maintenance total	-	26	40	-	1,233
Ground vehicle fuel total					
Ground equipment maintenance, 4X4 fuel	-	-	-	-	201
Ground equipment maintenance, golf buggy fuel	-	-	38	-	262
Ground equipment maintenance, minibus fuel	-	-	-	-	18
Total Ground vehicle fuel total	-	-	38	-	481
Ground vehicle maintenance total					
Aircraft maintenance, glider trailers	-	-	243	78	497
Ground equipment maintenance, 4X4	-	-	-	98	98
Ground equipment maintenance, bus	-	-	397	-	749
Ground equipment maintenance, fire truck	-	-	48	-	48
Ground equipment maintenance, log cabin	-	-	-	-	44
Ground equipment maintenance, miscellaneous	-	-	-	-	271
Ground equipment maintenance, winch	-	142	32	-	649
Ground equipment maintenance, yellow tractors	-	-	-	-	215
Total Ground vehicle maintenance total	-	142	720	176	2,572
Motor glider maintenance total					
Aircraft maintenance, motor glider labour	-	-	523	-	523
Aircraft maintenance, motor glider parts	-	-	98	-	301
Total Motor glider maintenance total	-	-	621	-	824
Propane total					
Ground equipment maintenance, propane	-	-	19	-	932
Total Propane total	-	-	19	-	932
Total Operating Expenses	-	1,792	4,310	1,830	35,153
Net Profit	-	(1,477)	(3,688)	4,066	5,123

GROUND EQUIPMENT STATUS REPORT Jan 2015

Ref	Item	Status	Comments
PNGC1	Bus	S	
PNGC2	Bus Generator	S	
PNGC3	Winch	S	
PNGC4	Range Rover 1	U/S	No Progress. Wrong pipe delivered.
PNGC5	Range Rover 2	S	Many problems. Gear box is now overheating as well. OK for light duties, but not for cable retrieve
PNGC6	Tractor 1	S	Batt charging problems
PNGC7	Tractor 2	S	Batt charging problems
PNGC8	Buggy 1	S	
PNGC9	Buggy 2	S	
PNGC10	Main Bowser	S	
PNGC11	Small Bowser	?	To be returned to the Navy at some point
PNGC12	Stiga	S	
PNGC13	Fendt	S	
PNGC14	Mazda 4x4 Pickup	Offline	No Road Tax
PNGC15	Mini Bus	Offline	No Road Tax, faulty side door handle & lock
PNGC16	Fire Truck	S	Water pump is squeaking and the tailpipe is rotten
PNGC17	Douglas Tractor (5ton)	S	Runs, but brakes are suspect. To be returned to the Navy at some point
PNGC18	Douglas Tractor (5ton)	S	Known to be usable and in R hanger with J LeBonn
PNGC19	John Deere	S	
GC1	Topper	U/S	Blades incorrectly re-assembled.
GC2	Flail mower	S	
Cab1	Log Cabin	S	
Trail1	Duo trailer	S	

Trail2	Discus trailer	S	
Trail3	K21 trailer	S	
Trail4	K13 trailer	S	Has limited life left
Trail5	K8 trailer	S	Has limited life left
Trail6	Flatbed trailer	U/S	Requires major work, but worth saving
Trail7	Junior trailer	?	Current status unknown. Believed at Roger Target's
Shop1	Lathe	OffLine	Due to hanger power outage
Shop 2	Milling machine	OffLine	Due to hanger power outage
Shop3	Pillar drill	OffLine	Due to hanger power outage
Shop4	Large Compressor (fixed)	U/S	Needs a 16A 240V power feed
Shop5	Small Compressor (on wheels)	S	
Shop6	Large Charger	S	
Shop7	Small Charger	S	
Shop8	Hanger Crane	U/S	Front boggy required re-building
Shop9	Diesel bowser	S	Needs new battery cables.

PNGC Work Area Tracker

Section:	Ground Engineering	Lead Member:	Simon Gutman	Updated	1/3/2015
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Task Area	Status Update (and exception reporting)	Pending Action(s)	Completion Outlook	Urgency	RAG Status	Committee Review?
Range Rovers	RangeRover 1 is U/S due to a leaking gearbox.	Replace leaking gearbox pipe, annual service	Feb 2015	ASAP	RED	YES
	RangeRover 2 is tatty and in need of TLC. Gearbox is now overheating.	Investigate replacement with simple 4*4s	2015		RED	YES
Fire Truck	Serviceable but squeaks.	Replace water pump (Squeaking and worn), replace exhaust tail pipe (rotten)	March 2015		Yellow	NO
Mazda	Spare key to be purchased at time of MOT	Obtain spare key	April 2015		Green	NO
Mini Bus	Spare key to be purchased at time of MOT	Obtain spare key	April 2015		Green	NO
Winch	Back in service, 2 weeks late.	Colour coat to be applied. Ben Bennet has offered to obtain a quote from a local refinisher to spray it for us.	May 2015		Green	NO
	Purchase spare cable	To be arranged this month	March 2015		Green	NO
Bus	Bus Refurb, minor tasks to complete	Lack of power & light in the hanger is preventing progress	March 2015		Green	NO
	Bus engine Service, approx 3 years since the last service.	Talk to new potential engineer	March 2014		Green	NO
Buggies	Buggy Servicing	Annual Service, hampered by lack of light and power in the hanger	March 2015		Green	NO
	Keep looking for suitable, and affordable replacements	Ongoing	ongoing		Green	NO
Tractors	Investigate possible conversion to Alternators	Provide budget to the committee	June 1025		Green	NO
Extinguishers	Annual inspection is years over due.	Arrange visit	Feb 2015	ASAP	RED	YES
Workshop	Compressor needs power and piping	Ask Estates to arrange for a 16A 240V	tba		RED	NO

PNGC Work Area Tracker

Equipment		power feed.				
	Crane	Rebuild front boggy	tba		RED	NO

NOTES:

I am deeply concerned about the Range Rovers. Both now have major faults with the cooling systems for the automatic gear boxes. We do not have the facilities to fix these problems. Long term I am worried that the RangRovers are getting increasingly unreliable and many of their electric systems are failing. We should consider replacing them with simpler vehicles that have basic mechanics and minimal electrical systems.

The lack of power in the hanger is hampering progress on all fronts. Until lighting is restored to the hanger it will not be possible to undertake any MT maintenance work after dark (Wednesday evenings) or at any other time of poor daylight due to unsafe working conditions.