

**PORTSMOUTH NAVAL GLIDING CENTRE**  
 (Company No. 08111423. Registered Charity No. 1148381)  
**Minutes of Committee Meeting- 10 September 2015**  
**PNGC Clubhouse at 19.30**

**Present:**

General Manager / Dep. Chair.	Tony World (TW)
CFI/Air Engineering Member	Henry Freeborn (HF)
Estates Member	Alan Clarke (AC)
Ground Engineering Member	Simon Gutman (SG)
Finance Member	Alan Turner (AT)
Admin.& Security Member	Siggi Ingason (SI)
Safety Member	Martin Heneghan (MH)
Secretary	Chris Moore (CM)

<b>Item</b>	<b>Action</b>
<b>1 APOLOGIES:</b>	
• Capt. David Durston RN	
<b>2 MINUTES OF THE PREVIOUS MEETING</b>	
The minutes of the previous meeting held 14 Jul 15 were accepted.	
<b>3 MATTERS ARISING OUTSTANDING</b> from minutes 14 Jul 15	
1. Item 2.b.1 <u>Risks associated with new airfield signs.</u> MH has brought the issue to the attention of the airfield management who will take under it under consideration. MH to monitor progress and update the committee as more information becomes available.	<b>MH</b>
2. Item 2.b.2 FBC response still awaited	<b>TW</b>
3. Item 2.b.9 <u>Selection of Course Attendees.</u> The committee discussed how greater control and scrutiny by the club on the selection and allocation of places on courses could be used to give improved access to locals who had a greater potential to return to join the club on completion of the course. It was decided that locals should be given preference for all future spare places (but must remain within the scope of the Charter which accords priority to military efficiency). The CFI is to sponsor an out of committee meeting with all interested parties to look at options for improving the availability of places for the local population and report back his	<b>HF</b>

- recommendations to the committee.
4. Item 2.b.6 Control Modifications for Disabled Flying. Further investigation is required to establish. If the need is established an application could be made for funds to support the modifications required. TW
  5. Item 3.1 Tenancy of PNGC Estate. Next meeting with FBC scheduled for 30 Sep. TW
  6. Item 3.4 Security. The committee discussed a number of recent security breaches and concluded that whilst there were aspects of the wider airfield security which gave concern and the potential for unauthorised access this was nevertheless an airfield management issue rather than a PNGC issue. NFA
  7. Item 3.7 Supporting Frameworks. The committee noted that PNGC needs to do more to track and produce evidence of the support provided by PNGC to the Navy. An action was taken to produce historical flying information for Full Members for the last 5 years to gain support of Naval charities as well as MOD (Navy) support. SI
  8. Item 4.1 Grass Landing Strips. Pilots will be advised to avoid certain landing areas pending agreement with FBC on PNGC some self- help with levelling and filling holes.
  9. Item 4.2 Fuel Sales. SI reported that Goodwood fuel was 11p a litre cheaper than PNGC and encouraged increased use of their facilities and enquired whether this was an option for PNGC. The committee felt that Goodwood had a far greater turnover and could therefore obtain better wholesale prices and also had alternative income streams which could benefit from attracting greater visitor numbers and that PNGC could not compete nor had the infrastructure or personnel to do so. PNGC fuel prices would therefore remain unchanged. NFA

#### 4 GENERAL MANAGEMENT TOPICS

1. Future Funding Options:

- a. Sport England TW reported that the BGA will visit on Tuesday 15 Sep 15 to bring them up to date in how best to support PNGC once plans for Daedalus have become clear.
- b. Royal Navy. Cdr Sean Winkle has joined the PNGC Board of Trustees in the formal ex-officio place allocated to Temeraire but hitherto vacant.

TW

## 5 UPDATES BY TEAM LEADERS (SEE STATUS REPORTS ATTACHED)

- 1. Administration:
  - a. Transfer of Logstar Data to the PNGC Website. An exercise is underway to draw current data from Logstar into the Website. Whilst the project is 95% there are still a small number of technical challenges to be overcome.
  - b. Scout Bookings. Bookings for are now being taken for the period 6 May – 29 Jul 16. Only four Friday slots remain unfilled. Scout groups now restricted to one booking per season to give more groups the opportunity to become involved. (pmn –this should form part of the training capacity and allocations review.)
  - c. Junior Membership. PNGC has been recognised by the BGA as having appropriate mechanisms in place to support its junior members, including an appropriate child protection code of practice.
  - d. Goodwill gesture to AE customers. As a goodwill gesture some visitors who have had their flights cancelled due to non-availability of the tug have been offered an additional 500ft onto their specified aero-tow. The extra 500ft will be awarded by the AE booking team in consultation with TW.
  - e. CEMAST. Tuesday flying for CEMAST has been re-advertised this summer within the College.
- 2. Estates.

SI

AC

- a. Investment in the estate. Investment in the estate has largely been placed on hold due to the current level of uncertainty surrounding the future of the leases.
- b. Quebec Hangar. There has been some storm damage to the cladding on Quebec Hangar. As always volunteers are required to assist with repairs. TW volunteered to supply some materials.
- c. Pile of Bricks behind the Clubhouse. Wednesday flyers are invited to place a small number of bricks in the green bin each week to support their gradual removal from the site.

HF

3. Air Engineering.

- a. ZZ Update. The CFI briefed the meeting on progress on ZZ. Whilst an initial estimate of Jan 16 for completing ZZ had been envisaged, some additional items currently not included in the programme of work would mean that early spring was a more realistic target.
- b. VH Update. VH was currently flying beyond 2000 hours on condition, a situation which was expected to be maintained until the Pawnee was back online.
- c. PAWNEE Update. The work on the Pawnee was progressing well with the repairs to the wing completed. It was envisaged that the aircraft would be back in service by the end of October.
- d. GROB. Volunteers were required to undertake the 50 hour inspection.
- e. N29 and N28. Both K13s have been sold as part of an earlier decision to upgrade fleet efficiency by moving to an all GRP fleet..
- f. New K21. Delivery expected end of Nov early Dec.
- g. N3 Refurbishment. The funds are currently not available in the club to allocate to the refurbishment of N3, pending

HF

decisions on the club's future operating costs.

4. CFI

- a. BI Courses. There is a BI course being planned for the end of November and another is being considered for 2016.
- b. Safety Management System. A series of draft documents for a revised safety management system have been drafted by Lloyd. And are on distribution for comment. Volunteers are required to review individual parts of the manual with a view to bringing the system back up to date. Volunteers to contact CFI.

AT

5. Financial Report

- a. The current P&L was reviewed. Money at bank was down but total equity had increased in part due to the purchase of the Pawnee and the new K21.
- b. Debt. Overall debt is down at £7,400 with the main areas of recovery being: (i) FAAOA Course; (ii).ATC Aerobatic Training; (iii) Development Week in May; (iv) Local naval establishments.
- c. Gift Aid. A question was raised on the potential for the club to claim gift aid on its membership fees as a registered charity. TW to discuss with the HMCR.

TW

SG

MH

6. Ground Maintenance

- a. Golf Buggy. Golf buggy to be put back together and put up for sale.

7. Airfield Safety Committee

- a. It was reported that the Airfield Safety Committee now runs bi-monthly and that PNGC had passed a range of issues on the safe operation to the committee for consideration.
- b. Fuel Audit. An audit had been completed on the safe operation of the fuel bowser. The resulting report is

expected shortly.

**6 AOB**

1. Review of Fees. The CFI proposed that a review of fees would be included in the next committee meeting and requested members to consider the subject ahead of the meeting. **ALL**
2. Eating in Club Vehicles. Eating in club vehicles is to be discouraged as the vehicles were being left in a mess. **ALL**

**7 DIARY (See Website)**

1. Aboyne Expedition 24-31 Oct 15
2. BI Course Nov 15 tbc

**8 DONM**

Tuesday 13 October 2015, 1930 PNGC Clubhouse

Tony World  
Deputy Executive Chairman,  
PNGC Ltd

Attached:

1. Admin and Security Team Report
2. Estates Team Report
3. Financial Balance; P&L
4. Ground Equipment Team Report

5. Aircraft and Air Equipment Team Report
6. Membership Numbers Report