



**Portsmouth Naval  
Gliding Centre**  
(Registered Charity No.1148381)

Daedalus Airfield  
Lee-on-the-Solent  
Fareham  
Hampshire  
PO13 9PF

**GLIDING**

See Distribution

**MINUTES OF THE PNGC MANAGEMENT COMMITTEE (MC) MEETING – 12th January 2017**

Present	Executive Chairman General Manager/Dep. Chairman Estates Member Admin and Security Member CFI Ground Engineering Member Air Engineering Member Secretary (Sub)	Durstun, David (DD) World, Tony (TW) Clarke, Alan (AC) Ingason, Siggi (SI) Freeborn, Henry (HF) Gutman, Simon (SG) Howell, Dave (DH) Brown, Lloyd (LB)	Chairman       Sec
Apologies	Finance Member Safety Member Secretary	McCulloch, Chris (CMc) Heneghan, Martin (MH) Moore, Chris (CM)	

<u>Item</u> <u>(a)</u>	<u>Decisions/ Actions</u> <u>(b)</u>
<b>1. Chairman's Opening Remarks.</b>	DD opened the meeting by thanking everyone for their attendance.
<b>2. Apologies</b>	Apologies were received from Chris McCulloch, Martin Heneghan and Chris Moore. LB advised of a further agenda item (5c) as 'MC Policy on Loan of PNGC gliders' as requested by MH.
<b>3. Agree Previous Minutes.</b>	<p>a. The minutes from the meeting of 6th December 2016 were amended and re-issued as follows:</p> <p style="padding-left: 40px;">i. Delete 'and the Discus' from para 8c. <span style="float: right;"><b>ACTION: CM</b></span></p> <p>b. The decision in para 3b that all future MC minutes would remain unpublished until ratified by the MC was rescinded. <span style="float: right;"><b>ACTION:CM.</b></span></p>
<b>4. Chairman's Update, Direction and Guidance.</b>	<p>a. DD reported that he had met with Cathy Hicks and Martyn Francis of RCA, with LB in attendance, and that he had found the meeting useful. RCA pointed out a number of developments already in hand, and others yet to be confirmed, which could impinge on PNGC operations in varying degrees.</p> <p>b. He explained that he had encouraged RCA to make Safety Reporting an open and cooperative process, although their current corporate SMS can be interpreted in a very restrictive way. It is therefore important that PNGC maintains its own records until a more cooperative modus operandi is in force. He also stated that it is his intention that future dealings with RCA should be via appropriate SMEs within small group discussions.</p>
<b>5. Special Items</b>	<p>a. <u>Replacement of PNGC Vehicles.</u> SG had, as requested, circulated proposals to MC members prior to the meeting offering various options for the upgrading of the PNGC vehicle fleet. After discussion, it was decided to retain, for the moment, all current vehicles, except the fire vehicle and golf buggies, and to purchase an additional MOT-able 4x4 in the price range £5-6k. <span style="float: right;"><b>ACTION: SG</b></span></p> <p>b. <u>BGA Levy.</u> After discussion, it was agreed that it would not be appropriate to add the full BGA levy to PNGC membership fees and instead a 'Review of Membership Fees' should be added to the next agenda. It was also agreed that CMc's view would be sought on the payment of membership fees by instalments. <span style="float: right;"><b>ACTION: CM/CMc</b></span></p> <p>c. <u>Loan of PNGC Gliders.</u> MH had written to the MC requesting clarification of PNGC policy in respect of the loan of club gliders. DD explained that in general it is in PNGC's best interest to loan gliders to RN and Tri Service sponsored events and the CFI added that the hire of club aircraft by individuals would be at the CFI's discretion.</p>

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<b>6. Centre Manager's Report</b>	<p>a. TW reported that he is in discussion with FBC regarding the need to move the glider trailers from their current park, which is to be redeveloped, back to the apron adjoining Bellman4.</p> <p>b. He also reported that the FAAOA had withdrawn their students from the Easter course, believed to be on cost grounds, and that they would now use other RNGSA clubs. MH will attempt to fill the now spare places.</p> <p>c. TW advised that he saw no particular issues, except possibly security, as new tenants join PNGC in the Clubhouse building.</p>
<b>7. Safety Report</b>	<p>a. There was no formal Safety report provided in MH's absence with known issues being covered by other MC members. DD reiterated his desire that PNGC should, while maintaining its own safety reporting system, encourage a more cooperative and open relationship with RCA in such matters.</p>
<b>8. CFI</b>	<p>a. <u>Instructors' Meeting</u>. HF reported that he had held an Instructors' meeting at which he briefed on recent operational changes, AC had explained a revised system of tug pilot rostering and LB had reported on a recent meeting with Martin Francis and David Voller (RCA Safety Officer).</p> <p>b. <u>Winching Operations</u>. The CFI stated his view that while winching operations should continue unchanged for the present, he feared that ever more restrictions might be imposed on PNGC as SA@D develops further.</p> <p>c. <u>Additional Instructors</u>. HF reported that he still hoped to have two IFPs certificated by the end of January.</p>
<b>9. Ground Equipment</b>	<p>a. The only issues regarding ground equipment not previously covered in 5a were raised by DD in reminding the MC that at any time FBC might require vehicles to obtain MOT certificates and be road taxed, or for those vehicles used airside only to be of a good standard. Additionally, the age limitations on airfield driving could be a future issue. DD suggested SG might like to clarify both issues with the appropriate person at FBC. <b>ACTION: SG</b></p>
<b>10. Air Engineering</b>	<p>DH briefed the following aircraft availability.</p> <ul style="list-style-type: none"> <li>i) 805 – Available</li> <li>ii) Duo – Available</li> <li>iii) N3 – Poland until late Feb?</li> <li>iv) N7 – U/S - rear canopy bracket broken awaiting correct spare</li> <li>v) LPV – Available with new ARC</li> <li>vi) N11 – Hoped available April - radio to be changed <b>ACTION:DH</b></li> <li>vii)VH – U/S until ca 20<sup>th</sup> Jan</li> <li>viii)ZZ - WIP hoped available by April</li> </ul>
<b>11. Administration</b>	<p>a. <u>Bookable Training Slots</u>. It was agreed that the new system should be explained on the website with a start date of 22 April. <b>ACTION:SI.</b></p> <p>b. <u>Members section of website</u>. SI informed the meeting that the content of the members area of the website needs reviewing. It was agreed that this would be carried out by SI and HF. <b>ACTION: SI/HF</b></p>

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	<p>c. <u>RCA Airfield Driving Brief</u>. SI reported that the RCA provided airfield driving brief had been added to the website and it was agreed that an associated signature sheet is required. <b>ACTION:SI/HF</b></p> <p>d. <u>Mini-Course Log Books</u>. It was suggested that Richard Croker may already hold a stock of log books. <b>ACTION: SI</b></p> <p>e. <u>RTF Recording Facility</u>. SI reported that this is in hand.</p> <p>f. <u>E-Smoking Signs</u>. It was agreed to display 'No E Smoking' signs where appropriate. <b>ACTION:SI</b></p> <p>g. <u>Charges for Use of Hangar Workshop</u>. It was agreed that use of the workshop would be charged and published as being at the same rate as hangar storage for gliders. <b>ACTION:SI</b></p>
<b>12. Finance</b>	No financial report was received at this meeting.
<b>13. Estates</b>	<p>The issue of sharing the Clubhouse was considered with TW stating that issues such as heating oil and electricity usage has been amicably agreed with the new tenants, but it was thought prudent to install a codex lock on the parachute room door. <b>ACTION: AC</b></p> <p>DD pointed out that we actually only 'lease' three rooms from FBC and all other facilities are shared. He advised AC that any HSAW issues arising therefrom should be referred to FBC if necessary. <b>ACTION:AC</b></p> <p>DD also emphasised that ongoing maintenance is still required until our future as tenants of Bellman 4 or elsewhere become clearer.</p>
<b>14. AOB</b>	<p>a. HF reported that BGA will be holding an engineering course in the Clubhouse on Sat 14<sup>th</sup> January</p> <p>b. SG suggested W/O Jamie ? is being very proactive with publicity material.</p> <p>c. SI reported that only four Scout flying slots remain for 2017.</p> <p>d. SI reported that the bookings line will be closed 16-26 January.</p> <p>e. DD suggested PNGC could consider becoming more active in attending schools and Freshers' Fairs.</p> <p>f. The MC was reminded that the FBC Planning Committee will meet in the Ferneham Hall at 1000 on Mon 23<sup>rd</sup> to consider approval of IFA2. The meeting is open to all.</p>
<b>15. DONM</b>	2 Mar 17 – 1930 PNGC Clubhouse

*Signed on original*

D DURSTON  
Executive Chairman

Distribution:

Action:  
All Committee Members  
Richard Lovett

Copy to:  
Cdre Martin Westwood  
Sec/RNGSA

