



**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 – 20 June 2017**

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

<u>Item</u> <u>(a)</u>	<u>Decisions/ Actions</u> <u>(b)</u>
<b>1. Chairman's Opening Remarks.</b>	TW opened the meeting with an update on pressures on the club from FBC & RCAM. Notably the enforced suspension of flying on various dates and the imposition of a "Safety Protocol".
<b>2. Apologies</b>	Apologies were received from Chris McCulloch and Durstun, David.
<b>3. Agree Previous Minutes.</b>	The minutes of the previous meeting were agreed without modification.
<b>4. Chairman's Update, Direction and Guidance.</b>	TW gave an update with regard to the ongoing backup plans for the club's future, including investigating alternative sites.  There was some discussion about the impact of the non-flying days and how we may be able to counter the "more visitors" case made by RCAM. Action - CMc to report to summarise the financial impact to the committee.
<b>5. Special Items</b>	
<b>6. Centre Manager's Report</b>	TW reported HCAP will now only be sending 6 students on the summer course. The remaining places to be made up from PNGC members and local residents.

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	The course may be restricted to 2 K21's due to a lack of instructors. PNGC has been de-registered for VAT.
<b>7. Safety Report</b>	<p>Martin gave an update on the safety status on the airfield. We have presented with a Safety Protocol which would have a marked impact on our operations. Martin explained that the protocol was more management than safety based. PNGC will respond to the protocol in due course. Action – MH to prepare the response to the Safety Protocol</p> <p>An incident occurred the previous Saturday when BN security reported a car leaving PNGC at speed and “doing doughnuts” on the disused runway before returning to PNGC. The report has been taken very seriously with Martin and Henry already identifying the car, driver, and a member who was a passenger in the car at the time. The driver was a visitor to the club and had been “egged on” by the member, also the passenger, to demonstrate the car's speed. The visitor's host is to be written to &amp; reminded them of their responsibility with regard to supervising visitors at all times. Action – TW</p> <p>Due to the potential damage on our relationship with RCAM/FBC action regarding the member in the car is to be referred to the Board of Trustees.</p>
<b>8. CFI</b>	<p>Instructor Training We have two members currently training as Ass Cats Henry is in discussion with Pete Brown to run a local C module for our trainee Ass Cats. There are two young BI candidates in the wings once they complete their Silver badge.</p> <p>Expeds The away day to Lasham on the first non-flying day was poorly attended and will not be repeated. There will be no official PNGC exped to Eden this year, however a number of individual members are privately. Planning for the autumn wave exped is still proceeding.</p> <p>Duos Discus The BGA have requested KPE for the Junior 2 seat training. As one of our own juniors has been accepted on the training the CFI has agreed. A £500 deposit against damage will be requested.</p>
<b>9. Ground Equipment</b>	<p>Winch The damaged guillotine has been repaired, returned, and refitted. The second is due to be removed for service. The service price is for both. Henry was able to provide an engineering view of how the damaged occurred. He summarised this was due to a combination of factors including general wear and tear, and a lack of detailed maintenance of the mechanism over many years. There was a lively discussion regarding the maintenance, or lack of, on the winch. Henry pointed out that the club has not invested in the regular maintenance of the winch for many years, relying instead on what could be done in house. 17 years and limited in house maintenance have taken their toll. Simon made the point, supported by Henry, that the MT team do what they can, but the club lacks the facilities and willing volunteers to maintain the</p>

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	<p>winch to the high standards others seem to expect &amp; that contrary to some opinions the guillotines suffer wear over time as they are tested and reset at least once a year. Simon also stated that previous requests to have the guillotines serviced have been rejected by the committee.</p> <p>Simon advised the committee that other clubs, Aston Down was specifically mentioned, have their Skylaunch winches professionally overhauled by the manufacturer once in a while, even if they do not do so every year or two.</p> <p>Action – SPG to expedite getting the winch back to full capacity.</p> <p>Action – Winch fees and set aside for maintenance to be reviewed at the next MC meeting.</p> <p><i>Post meeting it has been confirmed the BGA recommended service interval for winch guillotines is 4 years, ours have not been serviced for more than 10.</i></p>
<b>10. Air Engineering</b>	<p>Gliders All gliders except N11 are serviceable. N11 just requires the wings weighed and the paperwork doing. Action DH – weigh the wings.</p> <p>KPE to be kept rigged in the hanger for club use as much as possible and not left in its trailer.</p> <p>Powered FUG is serviceable. The flap on VH has been repaired and the aircraft is serviceable. The engine for TUG is back and awaiting refitting by J Hamilton</p>
<b>11. Administration</b>	<p>The duty man roster system is being replaced by a Google sheets diary, however this will not generate reminder emails.</p> <p>There are 215 outstanding trial lesson vouchers, worth circa £17200. The current moratorium on selling new vouchers to be reviewed at the August MC meeting.</p> <p>Siggi is on holiday for a month and despite trying he had not been able to find anyone to cover the Trial Lesson booking line. Henry suggested approaching some of our teenage members.</p> <p>Action – HF to speak to the suggested individuals.</p> <p>The fees on the club website and log star are out of step. Action TW to approve update to the published fees and pass to John Hale.</p>
<b>12. Finance</b>	<p>No financial report was received at this meeting. It was pointed out that the committee had not seen a financial report for many on months and the general feeling of the meeting was that this should not continue.</p> <p>Action - CMc to submit financial updates to the next and subsequent MC meetings even if unable to attend.</p>
<b>13. Estates</b>	<p>The end room is now set up as a bunk room.</p>
<b>14. AOB</b>	<p>The RAF have requested running a JSAT course, hiring our gliders and tugs, again this year. The committee had no objections.</p> <p>The meeting was closed at 21:50</p>

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15. DONM	Next meeting 20 <sup>th</sup> June 19:30