

PNGC MANAGEMENT COMMITTEE MEETING MARCH 2021

Meeting held online on Thursday 25 Mar 2021.

Aim: To establish clarity in the roles and remits of MC members, in order to manage the principle issues of achieving PNGC's goal of establishing a safe and viable long-term future at Middle Wallop (MW) / Netheravon (NETH) / HMS Sultan (SUL)

In Attendance:

Name	Role	Initials
David Durston	Chairman	DD
Barney Wainwright	Hon Secretary	BW
Tony World	CFI/General Manager	TW
Jamie Steel	Centre Manager MW	JS
Siggi Ingason	Admin	SI
Lee Allinson	Tug Master	LA
Simon Gutman	Ground Equipment	SG
Adrian Noble	Deputy CFI	AN
Jim Chapman	Membership	JC
Dave Howell	Engineering	DH

MINUTES

1. Chairman's opening address, new context for PNGC (DD)
 - a. Acknowledgement of many years hard slog to get where we are; Update on overall direction; risks; sensitivities.
 - b. Currency & adequate funding maintained through sharing with AGA. Now at MW with a good base and opportunity.

2. Committee Introductions and Apologies (DD)
 - a. Apologies were received from Chris McCulloch and Guy Jarvis.

3. Chairman's MW site progress; overview of club status and direction (DD)
 - a. PNGC operation now defined and agreed with Board of Trustees. 3 sites – MW, NETH, SUL. Any operations from elsewhere need to be properly organised and administrated – we operate at MW by agreement with AAC; new Commandant in post.
 - b. Good support at SUL.
 - c. MOU with UPA needs to be renegotiated; to be harmonised with AGA/RNGSA.
 - d. Changes afoot in gliding. Dec 8: training structure under BGA as the ATO. (See 5e below)
 - e. Can expect to be audited by RN; BGA and the Army.
 - f. Ops at MW currently separated by time (booking); hope to move towards better integration.
 - g. PNGC 'owned' by Board of Trustees & Directors but is a Naval Sports Association – new President Cdre Griffin (VL). Can expect audit from RN idc.
 - h. Never forget – club, fun, but AVIATION.
 - i. Site:

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- i. Grants totalling £25k from RNRMC, FAABT, Nuffield, and SL have been gratefully acknowledged; but come with Ts&Cs, including promotion of RNRMC and the wider RN community that it serves.
- ii. Plans for new temp hangar; needs surety of tenancy – Licence now signed with DIO; next step is a Lease, enabling us to take on various liabilities with consequent savings on contractors and by self-help.
- iii. CANNOT sign lease without a financial agreement; typically 15k for first year but abatement yet to be agreed.
- iv. RE assistance hoped for (as originally planned) to erect hangar; survey required before/during/after.
- v.

4. Club management proposed structure and TORs (JS)

- a. Proposal per Powerpoint: Structure & TORs **ACTION: ALL to confirm to JS**
- b. Safety Officer needs to report to Chairman not CFI; independent oversight of everything (flying/ground/people etc); permission for whole operation at MW depends on establishment of the Safe Operating Environment (SOE).

5. Committee Members

- a. Safety matters – Flying (TW)
 - i. Safety must be the bedrock of everything we do at MW. Importance of steady and structured approach to re-starting was emphasised; pilots must keep to the briefed sorties.
 - ii. A meeting is scheduled for 29/3 with MW AFM, AFA & HAF to agree w/e coordination; hoping to progress from mutually exclusive operations.
 - iii. AN has accepted nomination as DCFI. He has been emailing out safety/refresher training to members.

b. Safety Matters – H&S; Ground; Child Protection Officer (CPO) (JS)

- i. 'Estate' – vigilance (eg ISO container doors); mindful of changes;
- ii. Looking for a Safety Officer
- iii. DD: everyone's duty but has to boil down to specifics. A single mishap would do considerable damage and set PNGC back a long way; plus a number of people were displaced to allow us in, so we can expect to be monitored carefully from many angles.
- iv. Hope to re-introduce young people; esp service families; One vulnerability is lack of CPO.

ACTION: TW to ask Yvonne/SI

c. Membership. (JC)

- i. 121 members of which 76 mil; But approx. 20 from previous courses did not attend in 2020 so numbers are realistically 98 (54 mil).
- ii. Glidex/Membership systems are quite integrated now. Will try to get more people trained to operate Glidex on Saturdays.
- iii. Issues with charging for tug flying (not towing) – to be set up through Glidex £2/min
- iv. M/G flying not being recorded through Glidex
- v. Debtors will be chased. Plus new members – need to start payments

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- vi. DD: Annual renewal was always an opportunity to ask what people can do for the club
ACTION: JC to ask members
 - vii. Mem categories & status NB. look at 'Entitled Personnel' – plus how best to count people
ACTION: BW/JC/JS to convene discussion
 - viii. Need a coherent policy for Instructor/Tug pilot membership fees. **ACTION: TW**
 - ix. Medicals inc. Self-declared need to be recorded on Glidex. NB. First Solo requires AME.
ACTION: JC
 - x. First year membership discount will apply for 2021 renewals **ACTION: JC**
- d. Estates (JS)
- i. Sending a new request for RE to install hangar but will be dependent on both COVID and their availability. Having to pay for commercial option is still a possibility.
 - ii. Vehicles – need to go under cover
 - iii. Holmlea Cottage – will be a while. Water is an issue. Will be aggravated if DFRS stop w/e ops from 5 Apr.
 - iv. Fuel: plan on whether to bring Bowser from Camp through Crash gate 2 or through the camp/airfield gate needs to be resolved. **ACTION: TW**
 - v. There is a wish to acquire Portakabin clubhouse/briefing room, but funding cannot be ascertained until after other estates issues are resolved.
 - vi. DD: daily attendance of all personnel on site at MW still needs to be recorded.
ACTION: JS / All
- e. Air Ops, Training (TW)
- i. OPS: Instructor currency flying achieved; Solo flying restart 2 April subj to CFI; 17 Apr dual flying restarts.
 - ii. Declared Training Organisation: (AN)
 - 1. This is a new construct delegated by CAA to BGA from 8 Dec. It represents major changes for all gliding training.
 - 2. For pilots: from 8 Dec, any solo pilot needs an SPL or will revert to Student status; plus new medical regime starts.
 - 3. For PNGC: Roles – HoT (CFI); CAA rep (Chairman); club will require more structured approach to all training: briefing rooms, radio, ATC, records, regulation around instructors; new BGA syllabus & training card; club training policies/syllabi etc;
 - 4. Annual report to CAA; BGA audit every 2 years; important to get good result first time.
 - 5. Safety portfolio - New Hazard Log.
 - iii. Tug: at Netheravon with Grob. Only solo flying until 12 April. (LA)
 - iv. Fuel: JS stressed importance of accurate documentation
ACTION: LA for All Tug and MG pilots.
- f. Air Engineering, maintenance, aircraft fleet status (DH)

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- i. Good availability of a/c. Target 17 April (N3 and N7 at MW; LPV at SUL). N3 has an airbrake issue (in the wing?)
 - ii. 2 new parachutes on order (9 seats in club.)
 - iii. Aim to get some ready-use spares up to MW.
 - iv. HERON Astir may arrive idc.

- g. Ground Equipment, maintenance and status (SG)
 - i. HERON winch now at MW. It uses Dyneema cable.
 - 1. Dyneema has smaller parachute – not interchangeable
 - 2. You CANNOT drive over cable. **ACTION: SG for All Members**
 - 3. Must relax cable on winch at the end of the day – run out, wind in with no load except small black tyre. **ACTION: SG for all Winch Drivers**
 - ii. Minibus is offline with clutch problem.
 - iii. 1x tractor u/s – head gasket? Needs to go to SUL for repair.
 - iv. Jeep – rodent damage repaired.
 - v. Bus – frost damage repaired.
 - vi. Log cabin – new roof fitted.
 - vii. HERON Bowser at MW.

- h. Admin, records (SI)
 - i. Website docs reviewed & updated; Log Cabin copies are NOT yet the updated versions..
 - ii. Any website errors should be put to SI. **ACTION - All**

- i. Financial matters (TW)
 - i. 48k in bank; outstanding: hangar, installation, site rent.

- j. General Management matters (JS)
 - i. Currency (air/ground) is low – first month = lots of checks BUT we must also look ahead; we need to re-start Navy courses (June) and Trial lessons from June/July.

- k. Communications / positioning / Charter / branding (DD)
 - i. T's & C's attached to RNSL Grant – requires a 'Commissioning Event', with VIPs etc.
 - ii. Shortage of time precluded further discussion.

- 6. Programme, calendar, events, airfield constraints, plannable issues (JS)
 - a. RNGSA course dates to be entered on calendar on website **ACTION: JS**
 - b. Foundation courses – admin in place from last year;
 - c. Will need someone to take over as Site Manager from July.

- 7. AOB (BW)
 - a. Club Name was queried. To remain as PNGC.

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b. Date to DD for Pres RNGSA (Cdre Griffin) to visit when up & running.

ACTION: TW

8. Summary

(DD)

- a. Colossal endeavour. Still much to do in terms of negotiating and then arranging simultaneous/sequential activity plus rent agreement as we don't want to start paying before all is agreed.
- b. Hope we can achieve something that Army will look on approvingly. Uphold good practices of Navy.

9. DONM - Wednesday 28 April at 1600, via Teams

ACTION: TW

Signed:

Barney Wainwright

Hon. Secretary PNGC

26 Mar 21

AGENDA

- 1. Chairman's opening address, new context for PNGC (DD)
- 2. Committee (around the table) Introductions and Apologies (DD)
- 3. Chairman's MW site progress; overview of club status and direction (DD)
- 4. Club management proposed structure and TORs (JS)
- 5. Committee Members (BW)
 - a. Safety matters – Flying (TW / AN)
 - b. Safety Matters – H&S; Ground; CPO (JS) / GJ)
 - c. Membership Matters. Criteria & requirements (JC)
 - d. Estates (JS)
 - e. Air Ops, Training (TW / AN)
 - f. Air Engineering, maintenance, aircraft fleet status (DH)
 - g. Ground Equipment, maintenance and status (SG)
 - h. Admin, records (SI)
 - i. Financial matters (TW)
 - j. General Management matters (JS)
 - k. Communications / positioning / Charter / branding (DD)
- 6. Programme, calendar, events, airfield constraints, plannable issues (JS)
- 7. AOB (BW)
- 8. Summary and DONM (DD)