

PNGC MANAGEMENT COMMITTEE MEETING – Wed 14 Jul 2021 1900-2100

Minutes

Aim: To progress PNGC ops/integration at MW and deal with routine issues.

Committee Members:

Name	Role	Initials
David Durston	Chairman	DD
Barney Wainwright	Hon Secretary	BW
Tony World	CFI	TW
Dave Howell	Centre Manager	DH
Chris McCulloch	Treasurer	CM
Jay Stewart	Treasure Desig fm 1/9	--
Siggi Ingason	Admin	SI
Lee Allinson	Tug Master	LA
Simon Gutman	Ground Equipment	SG
Nobby Noble	Deputy CFI	NN
Jim Chapman	Membership	JC
Sam Hepburn	Engineering	SH
Jamie Steel	Outgoing Centre Manager	JS

AGENDA

1. The CFI opened the meeting in the Chairman's absence. Hon Sec stated that the new meeting time of 1900 was almost universally popular.
2. Apologies *SH, SI, DD, Jay Stewart*
3. Minutes of last meeting (BW)
 - These were agreed. A list of outstanding actions from all previous meetings will be produced by the Sec.
4. Chairman's opening address (by email) (DD)
 - Vmt to those who supported W&W, but support was thin on the ground. A more holistic grasp needed for Families Day. Better 'presence' graphic, points of contact and backdrop explaining simply where and to whom the opportunities are open and how to apply.
 - Stand 'manning' needs to be rostered, including younger members in order to attract younger family members at MW.
 - No date in sight for hangar; Licence agreement not yet reached; Lease negotiation will include other parties. RE support essential for hangar survey and build; cannot start until after Lease is agreed. Realistically, 2021 window probably missed (no further build likely after mid-October).
 - CG2 – DH to action.
 - Powerflarm purchased for ZZ – SG to install at weekend; TW to claim rebate
5. MW site progress (DD)
 - As above.
 - Hangar 2 inspected – possibly available for temporary use.
6. Club management
 - DH has now taken over as General Manager.
 - Jay Stewart taking over as Treasure w.e.f. 1 Sep 21.

PNGC MANAGEMENT COMMITTEE MEETING – Wed 14 Jul 2021 1900-2100

- Lots of tasks outstanding – need to involve other members
- Vacant posts - Estates; Media & Comms Rep.

7. Committee Members

(BW)

• Safety

(TW / NN)

- A thorough investigation of a recent incident revealed that rules required for safety are in place, but not always being followed.
- Report due – cables crossed resulting in both Dyleema cables becoming severed.
- Spin Training will be taking place this month. **Action: NN**
- Training record cards – must be completed by Instructor and retained in Log Cabin safe.
- Nominations needed for Safety Officer as NN steps up to DCFI.

• Membership

(JC)

- Reciprocal members: need to be sure what their qualifications, competency, currency are.
- Need to track and have a ready grasp of usage and military participation – being called for and will be sought again during Licence application.
- Motorglider course members MUST sign up before flying
- RC to provide nominal list for motorglider course. **Action - BW to chase**

• Estates

(DH)

- JS/DH handover in progress
- Priority – Briefing Room – bearing in mind the time it will take, we should move forward with urgency. DH/TW to meet and discuss potential plans.
- Holmlea Cottage is a longer term project due to its condition. At the moment we only need access for services but will not get that until we have a Lease.
- Grass cutting is urgently needed – vehicles to be moved first.
- Bids – need to make a list of potential underspend bids. **Action – All**

• Air Ops, Training

(TW / AN)

- Courses
 1. FAAOA/HCAP 22/8- DH i/c
 2. 7/8 Aug course to be cancelled.
 3. Next Foundation courses: 11/12 Sept, 2/3 Oct
- Families Day clashes with HCAP course, no flying for HCAP on 21 Aug.
- Solo pilots must be trained to operate the winch now that Covid precautions are easing.

• Air Engineering, maintenance, aircraft fleet status

(DH)

- S: N3/N7, Duo, Astir, Grob
- 805, LPV Annual/ARC
- From 2022, intend all gliders to have ARC during the winter
- Parachutes: 10 in date, 10 glider seats
- K8: Discussion regarding work required to get it on line – possible loan to Army

• Ground Equipment, maintenance and status

(SG)

- Bullet points already sent out by SG on email

PNGC MANAGEMENT COMMITTEE MEETING – Wed 14 Jul 2021 1900-2100

- Radio for 2nd winch on order
- Plan needed for Jeep, Minibus DH/AN has ramps
- Tractor – ready to move – trailer? TW/CM to investigate hire/purchase.
- Admin, Website (SI)
 - The trial lesson Web page is now live and taking both bookings for service people as well as civilian trial lessons. The civilian side is also live for taking credit card payments. To date we have taken 4 civilian bookings and a few service bookings.
 - There is still a question on how the process works if flying is cancelled and who informs the people book to fly on that day. **This should be the rostered BI, if none then the DI.**
 - All DBS requests have been processed and completed for all that completed their applications for the checks.
 - Documents continue to be updated on the website.
- Financial matters (CM)
 - Treasurer summarised of last 2 months receipt & expenditure
 - 1st Flights – names to be sent to Sec RINGSA.
- Comms & Media (DD)
 - Need to be better prepared for events such as Wings & Wheels
 - Families Day – 21 Aug – DH to organise roster **Action: DH**
- 8. Programme, calendar, events, airfield constraints, plannable issues (DH)
 - Calendar/Ops events MUST state the lead person for the activity. **Action: All**
- 9. AOB
 - MemSec to contact Col Melling re flying w/e 17/19 July. **Action: JC**
 - Glidex to be modified to display RN Sports Lottery members **Action: JC**
 - BGA Club Self-Audit is required. **Action: TW**
- 10. DONM
Wednesday 1 Sept.