

PNGC MANAGEMENT COMMITTEE MINUTES – Wed 15 Feb

Committee Members present:

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

MINUTES

1. Apologies received from SI
2. Chairman's opening comments. The Chairman congratulated TW on his award of a Bronze Medal from the Royal Aero Club.
3. The minutes of the last meeting on 1 Dec 21 were accepted.
4. Outstanding Actions.

Date	Item	Responsible	Update
14/7/21	Glidex to show RN Sports Lottery members	JC	Work in progress
14/7/21	Calendar / Ops diary MUST show lead person for each event	All	Ongoing
15/2/22	These dates need to be on the calendar	DH	New
15/2/22	Annual checks to be standardised	NN	New
15/2/22	Motorglider brakes, hyd leak on ZZ	P Carder/ Chris Adams	New
15/2/22	N3/N7 ASIs to be tested/replaced	NN	New
15/2/22	Tractor replacement feasibility & affordability study	SG/NS	New
15/2/22	Bus Gen. & Minibus issues	SG/NN	New
15/2/22	Dyneema Repair Demonstration	SG	New
15/2/22	Emergency equipment: log sheet & training	DH/NN/NS	New
15/2/22	Fuel Bowser Training/permissions	TW	New

5. MW site progress (DD)
 - a. Lease/BP submitted to DIO, will go to Army Fin for approval. (Hangar build on hold.)
 - b. Licence – now in year 2 – latest abatement case ongoing

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- c. Briefing Room – approved for set up prior to Lease being signed – plan to buy 2x 32x10 ft refurbished Portakabins; to be assembled as a 32x20'. Needs groundwork to make level base for sleepers. 10 weeks lead time; delivered, assembled by crew.
 - d. ISOs to be moved at same time as portacabin build, to support the vehicle shelter.
 - e. Funds approved & received from SEG for new set of tow-out gear for Duo Discus.
6. Programme, calendar, events, airfield constraints, plannable issues (DH)
 - a. 17 April (Easter) – expecting 9 x URNU so all hands on deck.
 - b. Wings & Wheels – Sat 2 July.
 - c. 2/3 Sept – Army using airfield – no gliding
 - d. RN Weekend AT – every 6 weeks – i/c Jonny Mion – first course SULTAN date in March tbc.
7. Safety (NS)
 - a. First 2 weeks flying – started well with currency checks; focus on safe winching (one of BGA current themes).
 - b. Annual checks to be standardised – Action: NN**
 - c. Safety reporting procedure simplified – all members to be encouraged to report.
 - d. Regional Safety Mtg – TW, NS, NN to attend
 - e. Risk register & safety log copied to Cttee members.
 - f. Chair: auditable SMS required; NS to lead.
8. Air Ops, Training (TW/AN)
 - a. Full cat course for 3; BI course for Jonny Mion; ASCAT course for Bls.
 - b. Bls – plan for TW to upgrade to winch?
 - c. Sutton Bank exped 22-28 Oct, accom booked
 - d. Duo Discus booked into Lasham Regionals, 28 May-5 June; Paul Jessop + Nick English 28 May – 1 June,
 - e. Congratulations to Tom Chapman who has been accepted for training on the British Junior Team. He will be leading on club x-c training.
 - f. HGC members are welcome to attend any weekend flying.
9. Air Engineering (SH)
 - a. Winter maintenance – went well, all serviceable xmt LPV, KPE.
 - b. Need to keep on top of preventative maintenance. Defects MUST be reported to SH.
 - c. 480 Covers should arrive by end of Feb. ZZ covers need to be at Netheravon.
 - d. Motorglider brakes, hyd leak on ZZ: **Action: Paul Carder/Chris Adams**
 - e. N3/N7 ASIs to be tested/replaced: **Action: NN**
10. Ground Equipment (SG)
 - a. Winch remote signalling – systems build complete but installation/set to work outstanding, to be done as soon as second winch is available.
 - b. Report sent to Cttee outlining short & long term issues, eg bus replacement.
 - c. Discussion regarding replacement for tractor(s) – feasibility & affordability study required. **Action: NS/SG**

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- d. Minibus: electrical issue. **Action: SG/NN**
- e. SG offered to demonstrate Dyneema repair method. **Action: SG**

11. Estates (DH)

- a. Update on fire extinguishers and 1st aid kits.
- b. Defibrillator training – **Action: NN**
- c. Log sheet for emergency equipment to go in Log Cabin. **Action: DH**
- d. Appropriate training to be investigated **Action: NS**

12. Membership (JC)

- a. Membership determines % of abatements; accurate records are paramount.
- b. Suggested by Sec that prospective civilian members especially with no previous gliding could first take a trial lesson – if they do sign up as members afterwards they will not lose out.
- c. Chairman welcomed the submission of prospective new civilian members, to the MC for ratification.
- d. Glidex is hopefully in a better state after several updates. Glidex number should be the same as Membership number. Functionality being improved by Glidex.

13. Admin, Website - NSTR (SI)

14. Financial matters (JS)

- a. Balance sheet, profit & loss account circulated before meeting.

15. Comms & Media (DD)

- a. Club name will remain as PNGC until at least we are firmly established and with a Lease.
- b. We should be actively recruiting amongst the service communities, especially Army in the local MW area.

16. AOB (BW)

- a. A committee position for a Junior member was proposed by the Sec. Committee agreed and Tom Chapman co-opted as such. The suggestion of an Army member was deferred to the BoT to consider.
- b. Fuel bowser training/permissions – **Action TW.**
- c. Bus generator – cutting out regularly - **Action SG.**

17. Summary and DONM (DD)

- a. All must understand that we cannot afford to generate any complaints, safety issues, or breaches of the License.
- b. We must maintain the focus on Service Personnel as new members
- c. **DONM: ~~Tuesday 29 March~~ (nb. Subsequently changed to Tues 5 Apr)**