

PNGC MANAGEMENT COMMITTEE MEETING – Tuesday 26 September 2023

Minutes

Committee Members		
Name	Role	Initials
David Durston	Chairman	DD
Tony World	CFI/General Manager	TW
Jay Stewart	Treasurer	JS
Barney Wainwright	Hon Secretary	BW
Neil Shaw	Safety Officer/DCFI	NS
Siggi Ingasson	Admin/Website	SI
Jim Chapman	Membership	JC
Sam Hepburn	A/C Maintenance	SH
Simon Gutman	Ground Maintenance	SG
David Howells	Site Manager	DH
Kevin Hills	Tugmaster	KH
Tom Chapman	Junior member	TC
Jonny Mion	AT Course Rep	JM
Emre Mutlu	Branding & Marketing	EM

1. Apologies received from: SI, JS, DD
2. Minutes of last meeting
3. Outstanding Actions

Date	Item	Action	Update
8/6/23	Social Programme	SH	Winter Event agreed. Dates TBC
17/1/23	Dyneema Repair Demonstration	SG	https://www.youtube.com/watch?v=2_Pgqw-vDFM video located by SI. Chris Parvin asked to lead on practical training.
15/2/22	Fuel Bowser Training/BFI permissions	TW	Ongoing. To be pursued with incoming admin at MW
1/11/22	Clearance of SULTAN old MT Office	DH	Half completed

Governance Issues - Tracker

Issue	Action Requested	Progress
Mandatory nomination of ex-officio PNGC Board Members by specified serving RN personnel	RNGSA to re-engage RNHQ CoC to identify who is nominated to act as the Temeraire ex-officio member of the PNGC Board of Trustees and Directors, vice Cdr Sean Winkle on his routine departure.	19 Jul 23: RNGSA identified a suitable candidate (tbc) to cover Portsmouth local area and FAA ex officio roles; RNGSA line is 'all of one voice' between Temeraire and RNGSA
New Issue. RNHQ wants PNGC to change its Articles of Association (AOA) which is the formal construct of the business entity under which PNGC operates as both a company and a registered charity. Its reason is that it is now 'too busy' to attend the specified 2 hours per annum. This opposes Charity Commission initial rejection of PNGC on grounds of insufficient direct Service management involvement, and then	Actions: 1. Martin Westwood (MW) to investigate pro bono legal support or Tem funding to act as they seek 2. MW to investigate the other formal ex officio post holders (FAA and Area)	AoA draft proposal for minor amendment within the Charity Commission guidelines for Service inputs to be published to the Board approval. Target date 1 Oct 23

PNGC MANAGEMENT COMMITTEE MEETING – Tuesday 26 September 2023

approval only on grounds of including four Service ex officio management posts.		
Difference between Land and Navy interpretation of financial regulations is fiscally detrimental to PNGC	Clear and specific guidance to be sought through Sec & President RNGSA on the applicable financial regulations for (a) establishing base rental charges, and then (b) the abatement of those charges, to clarify why there are apparent differences between TLBs in this area and identify a way forward to resolve definitively a Joint methodology for treatment of PNGC at MW.	PNGC looks likely to have to 'live with' the financial demands of Land HQ, recognising that these appear to be at difference with RN regs. Pres RN Gliding declined to respond further. The attempts to address satisfies the fiduciary care obligations of Trustees to maximise (financial) benefits to the purposes and beneficiaries of the PNGC Trust.
Insufficient focus on & involvement in gliding of RN personnel	A clear executive plan by the RNGSA is urgently needed to engage Service Personnel, for which PNGC is poorly placed to interact or to progress alone, as historical trends are proving clearly.	No RNGSA plan for increased recruitment effort yet seen, but PNGC will continue to support establishment presentation days (Freshers Fairs, Families Days, etc) wherever possible, including support of Heron GC).

4. Matters Arising

- a. Nil.

5. Estates

(TW/DH)

- a. Ground works commenced w/c 18 Sept – tarmac laying 27 Sep.
- b. Shelterit will be erecting the hangar w/c 9 Oct.
- c. Electrical works due 9 Oct.

6. Planning & Events

(DH)

- a. Summer Course successfully completed 19-25 Aug: students – HCAP x8, FAAOA x 8. 330 flights conducted. 1 student went solo. 3 or 4 have since returned for a weekend.
- b. There was a discussion about holding an evening event - **ACTION: SG.**
- c. TW & DH meeting new Commandant MW at 1100.
- d. The AGM will be held on 25 Nov in the clubhouse at 1700 (time to be confirmed), after flying.
- e. There will not be a prolonged winter shutdown this year. The intention will be to glide whenever the weather is suitable, given we have the hangar and the requirement to conduct as much instructor training as possible during the winter.

7. Safety

(NS)

- a. Aerobatics: TW, NN & NS to review Club rules, determine if remain fit-for-purpose, and consider if re-publication needed.
- b. Review/Trial direct winch-signalling system.
- c. Spin-training & aerotow capability shortfall.
- d. Plus, maintain vigilance on:
 - i. winch launch wing-drops
 - ii. over-rotation on winch-launch
 - iii. people trying too hard to spot-land
- e. Winching to be reviewed by CFI/DCFI/Safety Officer due to issues:
 - i. Safety standards around the winch are not being maintained.
 - ii. Training appears to be inadequate given number of minor incidents/infringements of good practice.
 - iii. All solo pilots should be properly trained and signed off to drive the winch.

8. Air Ops, Training

(TW)

- a. Training: 3 candidates for AsCat, to be trained in house by TW/external FICs, aiming to complete before the soaring season. Also 1 BI candidate (Nick English).

PNGC MANAGEMENT COMMITTEE MEETING – Tuesday 26 September 2023

- b. NN requires a flight with BGA RE to qualify as FIC.
- c. Sutton Bank exped w/c 16 Oct, NN i/c.
- d. NN commented that some instructors are not checking Training Cards enough and running too far ahead before items are completed.
- e. NS expressed concern regarding: Resource constraints;
 - i. Full/AssCat Instructor availability being well below optimum. Despite frequent chasing the roster is hard to fill. Several only come on their duty-days, attendance imbalance.
 - ii. Aerotow recommencement mostly uses same people.
 - iii. 3 winch-launches per trial-flight is resource-consuming (people and K21).
 - iv. A flurry of 'guest' bookings.

9. Air Engineering (SH)
- a. All gliders currently serviceable except Duo Discus. (Action Tim Clarke to rectify).
 - b. ZZ update: prop has been repaired, engine ready for re-assembly. Fuselage repairs underway. Forecast completion in the spring.
 - c. SH to produce a plan for winter maintenance and inspections. **ACTION: SH**

10. Ground Equipment (SG)
- a. The winch light system is now installed and ready for testing with the Heron winch. In addition the stop button on the extra remote switch box is also fully functional. Approx 1 day further required for completion.
 - b. One of the jack legs on the log cabin has a problem. This was not recorded in the defect book. A new member, Don Hunter, has repaired it.
 - c. The PNGC winch is offline due to damage caused by poor winch driving. This may also have written off one of the brand new cables. Tony/Nobby/RLB have the fix in hand.
 - d. Tow-out gear for K21 has been damaged plus tyre to be replaced.

11. Membership (JC)
- Better solutions are needed for:
- a. Volume of ab-initio members both Sat & Sun... moratorium needed?
 - b. New Members 'induction' package. **ACTION: JC**
 - c. Reading/signing for DAM, and expiry (incl new Members)
 - d. Reading/understanding Club Rules. Around 18 separate docs on website. Few will read! Other docs on website need review, re-label & restructure. **ACTION: SI**
 - e. Random completion of operational documentation... e.g. Ground kit DI's; Daily Occurrence Log; Incident Reporting.

12. Finance (JS)
- a. Treasurer preparing for the annual audit, which has been arranged for 23rd October (many thanks to Tony for the use of a room at Specfabs on the day). All on track and looking in good shape.
 - b. The bank balance continues to gradually build as flying revenues come in, and currently sits just shy of £60k.
 - c. The loss adjuster being used for the ZZ insurance claim has been less than efficient, with lots of prompting being required, however the initial funds that had been claimed have now been paid and we have settled our outstanding bills with suppliers.
 - d. TW to prepare bids for grant funding iaw the PNGC 5-year plan (Nov '22 pricing):
 - i. 2 x Gator tractors (£15k each)
 - ii. Dyneema upgrade (£12k)
 - iii. K-21 trailer (£22k)
 - iv. 4x4 Vehicle (£10k)
 - v. Single seat Astir replacement (£35k)

13. Admin. (SI)
- a. 54 trial lessons booked from Feb 2023 to end September 2023 breakdown as follows:

PNGC MANAGEMENT COMMITTEE MEETING – Tuesday 26 September 2023

- i. 5 BGA vouchers.
 - ii. 3 Army.
 - iii. 9 Navy.
 - iv. 37 civilian bookings.
- b. Total income (excluding service people) £5,040.
 - c. Actual total trial flights flown 99. Some people had up to 3 winch launches.
 - d. The last flight booking slot (15:30) in October will be removed because of daylight.
 - e. New updated front end for trial flight bookings.
 - f. Sportability and Army Air Corps Veterans Association flown. They would like to do the same again next year.
 - g. BBQ finally took place and was well attended.
 - h. Updated DAM document now available in log cabin.
 - i. New updated training record cards available in Log cabin. New cards now contain the BGA gliding syllabus as well as ground equipment training and navigation and field landing checks.
 - j. All committee minutes are up to date on the PNGC website.

14. Media & Comms

(EM)

Poster is ready for printing and display at local places such as Army Flying Museum, local shops and public spaces in Stockbridge as well as HMS Sultan.

15. AOB

- a. SG will make some new winch strops. They must be fitted with fenders for visibility.

16. DONM

- a. Wednesday 8th November at 7pm via Teams.
- b. AGM to be held on Saturday 25th Nov at the PNGC Briefing Room, Middle Wallop, on completion of flying, nominally at 5pm.

Barney Wainwright

Hon Sec PNGC

27 Sept 23