Shalbourne Soaring Society Ltd

Draft Minutes of the Board Meeting held on 24th September 2015 at 7.30pm at The Dell House, Charmwood Close, Newbury, RG14 1XA

1. Apologies – received from Nigel Burt, Pete Smith and Jim Clarke

2. Correspondence – there had been correspondence and a meeting with the Landlord in respect of a review of the Airfield Licence. The Landlord's comments were awaited.

3. Minutes of Last Meeting (5 February 2015) – accepted as a true record of the meeting

4. Matters Arising – JG had contacted Martin Hoskins regarding the Cirrus, but due to pressure of work had made no further progress. SB agreed to follow up.

5. Officers Reports :

- CFI – the main item was incorporation of the Initial Flight Pilot rules from EASA and ensuring that members requesting the privilege were suitably experienced.
- Airfield & Equipment – see attached; the toilet block roof had been covered by a tarpaulin, but as the priority is to progress the winch project, it would probably have to wait until the spring for a proper repair unless another member took it on.
- Treasurer – financial situation is satisfactory, see attached.

6. Equipment:

winch radio – agreed to buy another mobile unit and mount it in the winch. The current hand-held unit would be used in the retrieve vehicle

winches – the reserve winch had been stripped down to little more than engine and chassis, ready to rebuild incorporating modifications and Skylaunch components similar to the main winch. Expenditure of approximately £10k had been agreed prior to commencement of the work.

It was noted that Rod Harris had offered to retro-fit disc brakes to the main winch.

7. Community Amateur Sports Club (CASC) status update – we should have no trouble complying, although we will have to offer a special deal to anyone who can't afford the threshold set by HMRC. The Articles of Association need to be checked and amended if necessary for compliance with HMRC's new rules, and there may be additional record keeping. SB would attend the BGA briefing on 26th September.

8. Secretarial:

- Club Rules – there is no document that states the Club's Rules. There is a "Guidelines for Flying at Shalbourne" document: CB would review it and circulate initial revision for further refinement. Some over-arching non-flying rules are enshrined in the Memorandum and Articles, which were to be reviewed as part of the CASC review, but there may be a need for a mid-level statement of principles.

- SB advised that there was a new recommended Membership Form available from the BGA. Shalbourne should adopt the new form, and display the Mandatory Medical and Safety Notes as recommended.
- Following the accident at another gliding club, the trawl for Next-of-Kin details had been largely successful with few members declining to give theirs. The new forms capture the detail for new members.
- It was noted that ten new members had joined since the last committee meeting – see Appendix below.
- Communication with members – SB commented that the new forum was not well used. It was agreed that important announcements needed to be sent directly to all club members by email.

9. Fees

trailerage – it was agreed that members with more than one trailer could be offered a discount for second and subsequent trailers, on request

12-month deal – some members felt that there should be a cap on how much flying should be included in the 12-month deal. SO and SB would analyse statistics with a view to making the deal for 100 flights rather than 12 months

10.AGM – date was set for Friday 26th February 2016 as usual. Committee members present all said they expected to stand again, although SB said this would probably be the last time. It would be wise to transfer some of the tasks undertaken to other club members, notably Membership Records.

11.Annual Dinner – date was set for Friday 16th January. There should be fewer awards.

12.Any Other Business:

- Task week should be earlier next year – say last week in May
- We should have an Open Day again – date to be decided (1st weekend of June?)

13.Date of Next Meeting – Thursday 21st January 2016

Appendix - New members joined since last Committee Meeting:
Martin Baker
Megan Bone (Junior)
Hugh Dimmock
Frank Duke
Denis Greenaway
Clive Harder
Sean Keenaghan
Stan Oram
Harry Pantin (Junior)
Drew Waters (Junior)

Equipment & Airfield Officer's Report

Equipment

All work carried out on the main winch, vehicles and mechanical equipment is recorded in the Equipment section of the club Wiki:

http://www.shalbournegliding.co.uk/members/wiki/index.php5?title=Equipment

Reserve Winch - has been stripped down in preparation for fitting reconditioned differential unit and conversion to single drum operation. An order has been placed with Skylaunch for the requisite parts. (Add details from Hon. Treasurer.)

In the absence of any other initiative James Hunneman is leading the design element of project. A small group has been busy stripping the old cab and differential and the winch chassis is now in a state where cleanup/painting/welding/refurbishment can commence. James has produced an indicative jobs list, we need to agree upon who is doing what and when.

Airfield

All work carried out is recorded in the Airfield section of the club Wiki:

http://www.shalbournegliding.co.uk/members/wiki/index.php5?title=Airfield

There is a hole in the base of the combustion chamber in the clubhouse oil heater which leaks oil onto the floor. There are no plans to fix it. Who – how?

We have yet to agree on a permanent solution to the leak in the toilet block roof. Who – how?

Grass cutting

There have been one or two occasions in my absence when the grass became a little longer than optimal. Fortunately it has not interfered with flying. As ever we try to optimise the grass cutting program to maintain safe operations and minimise cost.

Grass cutting log

21/05/15 Whole field
21/06/15 Top end
03/07/15 Whole field
13/08/15 Whole field
20/9/15 Top end

'Membership Secretary'

In the absence of anyone to fulfil this function we have no mechanism for conveying information concerning web site, blog, member's forum and most importantly *Club Rules* and *Information for New Members* in the club Wiki. With Steve's help I am doing my best to keep abreast of this. As a point of order new members should be formally voted in and recorded by the committee. We also need to pass their details for inclusion in the SMS list.

Club Rules

The contents of Club Rules seem unknown to most members including the committee, as is evident from our exchanges concerning the recent fracas. Familiarity of the contents of Club Rules (http://www.shalbournegliding.co.uk/members/wiki/index.php5?title=Club_Rules) and their proper enforcement by the committee would have avoided much unnecessary stress.

The recently aired issues of hangar landings and launch point control are old chestnuts which come into focus from time to time, only to be forgotten until the next 'offence'. These and a few other similar things deserve a place in 'Club Rules'. All that would then be necessary would be to include the phrase *'I have read and will comply with Club Rules'* in the membership renewal form and all disciplinary matters can be dealt with by simple, polite, stress free correspondence.

I have taken the liberty of adding new sections 'Hangar Landings' and 'Conduct of visitors' and added a requirement to declare XC intentions on the flying list. I have also linked the comment concerning flying in east winds to the appropriate reference document. I also suggest adding:

1. Do not land closer than two wingspans from and obstruction (horizontally and vertically). This is particularly important when landing in a cross-wind where there is a possibility of drifting towards the launch point.
2. Leave the wind sock in place until the last aircraft has landed. There can be considerable shifts in the wind following a long cross country flight.

The section on first solo flights appears to be ambiguous:

“When an ab-initio is approaching solo standard and the majority of the exercises on their pre-solo progress card have been signed off as satisfactory, they should finish off their training and be sent solo in a K13. These are far more forgiving than the Puchacz, and the transition to K8 is made much easier. If for any reason it is not possible to send a club member solo in a K13, for example it is offline or the club member does not physically fit into the glider, then the Puchacz will be used. If this is the case then two instructors, one of whom is a Full Cat, must agree that the person concerned is up to solo standard.” sic

Suggest:

“When an ab-initio has reached solo standard and the majority of the exercises on their pre-solo progress card have been signed off as satisfactory, they may be sent solo in a K13. A K13 is more forgiving than the Puchacz, and the transition to K8 is made much easier. If for any reason it is not possible to send a club member solo in a K13, for example it is offline or the club member does not physically fit into the glider, then the Puchacz may be used. If this is the case then two instructors, one of whom is a Full Cat, must agree that the person concerned is up to solo standard.”

Also there is an abridged version of the rules on the club website, so we have to maintain both versions. It would make more sense to have a link to the Wiki on the web.

Treasurer's Report

Money-wise, we are several £k ahead of last year's position. We are still a week off the end of year, and I haven't included September's income & expenditure in proper detail but I don't know of any exceptional items this month. The attached spreadsheet is therefore somewhat approximate. It does not show the future exceptional items ie the expenditure on the second winch, which will eventually come to £10k.

At bank		01/10/2013	30/09/2014		24/09/2015	
	Current	15275.49	17253.87		31970	
	Deposit	11000.00	11000.00		11000	
	Paypal	6300.51	2886.76		100	
		32576.00	**31140.63**		**43070.00**	
add	cash for banking	45.10			480	
		32621.10	**31140.63**		**43550.00**	as at 23/9/15
						adjustments for end of year below
less	cheques in transit	-3506.92			-3500	rent due 30/9
		29069.08	**31140.63**		**39570.00**	
less	bills to pay	-404.80	-91		-1000	grass cutting invoice awaited
		-863.35			-800	gas oil invoice awaited
		-74.80				
		-511.13				
		-20.65				
		-1874.73	-91.00		-1800.00	
		27194.35	**31049.63**		**37770.00**	
less	individual accounts (r	-2973.86	-3163.81		-2000	members' balances (est)
		24220.49	**27885.82**		**35770.00**	