Shalbourne Gliding

Committee Meeting 26th January 2017

Minutes

Present: Jon Garner, Colin Baines, Steve Barber, Phil Morgan, Pete Smith, Jeremy Knight, Rowland Pantling
Apologies: Jim Clarke, Nigel Burt, Stephen Ottner

Minutes of Previous Meeting (15th November 2016)

Under the heading of Second Winch Update, the last sentence should read "Fitting the cab body is the last item *of significant expense* in the project." Subject to that amendment, the minutes were agreed as an accurate record of the meeting.

Matters Arising:

It was agreed that where there was an Action, it should state who would carry it out, with a target date. Outstanding actions from the last meeting were to

- to produce a plan to make the old Red Cross caravan serviceable: **Pete Smith; 10th February**
- issue a notice re ground handling: **Pete Smith; 3rd February**

Officers Reports (copies attached)

These had been circulated in advance of the meeting and taken as read. Jeremy Knight updated the Treasurer's report:

- Authorised spending limits for Club Officers had been circulated; it was agreed that some essential items such as fuel, aircraft maintenance and grass cutting should be exempt from seeking Treasurer's approval in advance.
- All Officers had now provided the necessary proof of id etc, so the change of Bank could proceed.

Strategic Plan

A draft of the top-level headings had been circulated. Some minor amendments were still required before release. Officers should now expand detail in their own areas. **All Officers; before AGM**

There was a discussion about improving the image of the club to make it more attractive to potential new members, including

- the relative priorities of upgrading or replacing facilities such as the clubhouse, toilet block, launch point, hangar floor, refinishing of HCF and EGF, and in the meantime the need to keep premises and equipment clean, tidy and cared for. **Jeremy Knight to produce a forecast including costs of these projects to determine which might be achievable; by 3rd February**
- ensuring that potential new members (and club members) get more flying with less waiting; this would require a change of culture in which members set up the field more quickly so that flying can start earlier, and speeding up the launching operation (eg retrieving gliders promptly; towing out cables more efficiently) . **Instructors to brief this each day, and delegate a Duty Pilot to manage the field.**

Hangar floor and generator

The estimate to re-floor the hangar floor was in the order of £8k. Decision to be taken in the light of other priorities (see above). The generator fault had been identified and considered to be repairable, so there was no urgent need to replace it.

Equipment security

Recent events had shown that locking equipment away does not make it secure. Equipment that is valuable to us but not attractive to petty thieves should not be left in vehicles (eg the hydraulic crimper, tow-out gear), so that if the vehicle was stolen we would not lose it with the vehicle. Airfield Officer has a plan for alternative arrangements and will inform those who need to know. **Colin Baines; 10th February**

Women in Gliding & BGA "Go Gliding" Initiative

These fell under the remit of Marketing. There had been a speculative email from an organisation encouraging women to take part in sports generally, but it wasn't clear how best to co-operate. Publicity Officer to follow up. **Stephen Ottner; 23rd March.**

The BGA was intending to hold a seminar at the BGA AGM and conference in February to develop the idea of a "Go Gliding" week in the summer. The feeling was that Shalbourne would probably have little input to such a meeting, but would await the outcome and join in as appropriate.

Subscriptions and Fees

It was agreed that in the light of the acquisition of the second Puchacz and the intention to proceed with improvement of club facilities (as above) a modest increase of fees would be in order. New fees agreed are:

Membership

- Adult - £335
- Concession - £280
- Junior - £65
- Reciprocal - £10 (free to members of other clubs who don't charge us)
- Glider Storage - £170

Flying Fees

- Winch Launch - £8.75 (junior £6.60) (3rd Free)
- Training Launch Failure - £3.50
- Land-out relight - £10 (no recip fee)
- Club aircraft - £0.32ppm (junior £0.24ppm)
- Introductory Offer - £750 (juniors £560)

There was a discussion about Trial Lessons and Trial Lesson evenings. As these are aimed at the public, there were marketing implications (eg should we change the emphasis by offering Trial Membership with some free flying?), so it was decided to hold the discussion over to the next meeting and keep prices on hold for the time being.

Any Other Business

Vega Radio. It was agreed to authorise Jim Clarke to proceed with the purchase of an 833kHz radio up to £1200.

AGM. Steve Barber said that he had booked a room at The Plough for the AGM, and would send out notification to the members. **Steve Barber; 27th January**

Nigel Burt had said he would not stand for re-election at the AGM. Pete Smith said he would like to hand over the role of Safety Officer as soon as possible.

InterClub League. Steve Barber reported that there had been little response to the call for pilots to take part in ICL. There was also a suggestion from the ICL organisers that Shalbourne would be geographically better placed in the Southern League (with Bicester, Booker, Lasham and Parham). There was little enthusiasm for this, and given the lack of interested pilots, Shalbourne would be unlikely to take part this year.

Winch Shed roof. This remains in need of repair. Airfield Officer to make further enquiries of likely club members and other contacts. **Colin Baines; 23rd March**

Future Dates

AGM – 24th February 2017 at The Plough, Shalbourne

Next committee meeting – 23rd March 2017, venue to be confirmed

Officers' Reports

CFI (Phil Morgan)

Instructor update.

Nigel starting his FI A module at Lasham in February and Chris is doing his C module at Lasham in March. As part of the new syllabus I will be putting them through their B modules at the club shortly. Martin Hoskins is arranging to meet with Patrick to renew his instructor rating, and I will be looking to recruit a couple of new BI's from our membership in the near future.

Publicity (Stephen Ottner)

We advertised Christmas vouchers in both the Newbury Weekly News and Andover Advertiser. We got results from both papers and voucher sales were particularly good. YTD sales currently stand at £2,220 compared to last year at £1,735 and the previous year at £1,947.

We sent a press release to the Newbury Weekly News about Pete & Jim's northern achievements which they followed up on printed a story together with a photo'. The printed story was nowhere as well written as the press release that Colin penned.

Last week I emailed about a valentine advertising offer from the NWN. I got the copy deadline wrong turns out it's next Wednesday. Given that there is a very full agenda for the committee meeting I won't suggest that this gets discussed. Given the response I received on this topic I will go ahead (start of next week) and place the ad (plus advertorial).

Safety Officer (Pete Smith)

Fire extinguishers serviced, Fire risk assessment to be organised. Thanks to Martin Selby for getting this done. (and Stan Oram for also volunteering.)

1st Aid kit in workshop was stolen, has been replaced.

Outstanding action from the SMS is to follow up with a responsibility chart, this is in hand.

Updated Immediate actions are in the clubhouse (i will transfer a copy to the launch point at the weekend)

Airfield Officer (Colin Baines)

Airfield

Cost of recent theft is in the region of £800 if we include a set of second hand wheels for the Trooper 4x4 and a compressor. Fortunately the club had a set of spare wheels and tyres. Add to this the cost of the break in early last year and we have a total of around £1100 in the last 12 months. I propose:

- All vehicles vehicles be fitted with locking wheels nuts.
- No equipment (bolts cutters etc.) be left in vehicles.
- We find somewhere more secure (i.e. less obvious) than the containers for storing 'thief attractive' items.
- Any viable proposals for improving site security are welcome.
- Pot holes need to be repaired. There is little point in doing this while they are sodden. I will look into the possibility of hiring a contractor to do it when the ground starts to firm up.

Ken Hansell has made a permanent repair to the toilet block roof.

Ken Hansell has repaired a leak in diesel supply to the club house and is fitting a safety device to prevent further such incidents.

The generator has a serious lubricating oil leak which may prove to be beyond economic repair.

A team has made radical improvements to the aircraft workshop and battery charging system and shored up the west wall which was in danger of collapsing. I have no information on what it cost.

Spaces have been cleared for additional trailers in the north east corner.

Winch Rebuild (rough outline of major items)

Major chassis modifications are now complete. It remains to realign the engine.

The newly designed right hand guillotine has been tested successfully, parts are available to fit the left hand one, when required.

The cab frame is complete, awaiting painting and sheet metalwork/fixings are being ordered.

Once the cab is weatherproof a control panel can be fitted and the entire winch rewired. This will bring the winch 'alive'.

Rod Harris has obtained some disk brake components.

Someone damaged the jacking handle on the Skybrid and then swapped it with the handle on the new winch. It is not helpful to the project if people are allowed to cannibalise it for spares.

Equipment Officer (Rowland Pantling)

EQUIPMENT STATUS 20th JANUARY 2017

VEHICLES

The year has started on a down-note with the break-in on the night of 5th/6th January culminating in the removal of the wheels from the Pajero Auto.

It was decided to obtain the services of a mobile mechanic to carry out more complex work on the vehicles where necessary. While not cheap, Chris Jones from Faccombe has proved to be quick and efficient. His details are on the SSS Wiki under “Equipment”.

See below for the offer of another vehicle.

IZUZU TROOPER LWB – cam belt changed by above in December. Alternator reset and front brakes serviced – no replacements needed.

Starter replaced early January. Low tread on tyres.

LAND ROVER – fully serviceable as reserve vehicle and has been brought out for an occasional airing and to keep battery in good order.

PAJERO MANUAL – Oil change due.

PAJERO AUTOMATIC – Temporarily out of commission due to Al wheels and excellent tyres having been stolen. Ignition barrel removed to get the vehicle moving and stored in container on replacement wheels. Ignition key found unfortunately too late to pre-empt destruction of ignition switch. This to be replaced in due course.

ADDITIONAL VEHICLE - On offer is another Shogun/Pajero LWB presently owned by J Clarke’s parents – price not yet known but vehicle is claimed to be in good nick and MOTd until April.

SCRAP METAL – look to removing top half of bodywork from the old bus/winch so that scrap merchant can remove the whole thing provided that the wheels turn!

OTHER EQUIPMENT

During the break-in the thieves helped themselves to the trolley jack, the compressor so kindly donated to us recently (including all the hose, pressure gauge etc) and an angle grinder all from the red container. Certain weak link parts were removed from the workshop.

A new trolley jack has been acquired and located in a place known to a limited few.

All equipment – tow bars, cable repair kit etc should be removed from the vehicles at the end of every flying day.

Treasurer (Jeremy Knight)

Shalbourne Gliding
Financial Year 2015 2016

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total
Income:													
Flying Fees	1833	1814	1387	366	1060	2651	3010	2945	1701	3597	4095	2271	26729
Membership	135	820	0	0	0	12074	2500	206	325	190	411	30	16691
Trial Lessons	0	0	0	0	0	40	200	1495	2875	950	1440	280	7280
Vouchers	342	0	0	75	0	0	0	0	75	40	0	0	532
Trailerage	0	0	0	0	0	3463	0	0	825	0	0	0	4288
Goods & Misc	0	0	81	648	392	15	0	52	42	32	102	41	1404
Total Income	2310	2634	1468	1089	1452	18243	5710	4698	5843	4809	6048	2622	56923
Expenditure:													
Admin	159	32	32	11	0	64	869	93	15	37	66	223	1601
Aircraft	391	401	1190	988	0	832	0	955	0	2243	0	35	7035
Airfield	86	804	432	0	196	361	30	0	420	0	30	1900	4259
Course	0	0	126	0	0	0	0	0	0	0	0	0	126
Equip	246	185	299	0	0	971	152	500	500	500	500	116	3969
Fuel	358	742	1258	26	0	138	608	26	1984	707	0	0	5846
Goods	25	0	25	0	25	340	0	25	25	0	25	0	491
Insurance	0	2108	0	0	1566	0	0	0	0	1973	1788	0	7435
Launch	0	0	0	0	0	0	0	0	17	0	0	0	17
Misc	0	64	0	0	0	0	0	0	0	0	0	0	64
Publicity	0	204	82	0	200	200	200	200	200	200	0	0	1486
Rent	0	3507	0	3507	0	0	3507	0	0	0	3507	0	14028
Safety	0	90	60	0	0	1530	315	0	1500	0	85	0	3580
Social	0	0	0	648	0	0	0	0	0	0	0	0	648
Subs	144	96	2524	96	96	0	0	0	144	144	0	16	3260
Tele	0	0	0	12	17	15	17	21	0	20	0	0	102
Tug & Glider Hire	0	0	0	0	0	0	0	0	0	0	0	0	0
Winch Hire	0	0	0	0	0	0	0	0	0	0	0	0	0
Midweek instr.	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Expenditure	1409	8233	6028	5288	2100	4450	5698	1820	4805	5824	6001	2290	53946
Net Profit	901	-5599	-4560	-4200	-648	13792	12	2878	1038	-1016	47	332	2977
Change in Member Balances	714	962	1831	1421	1307	-8047	2354	898	1588	100	128	1854	
Capital Items	0	-18000	0	0	0	0	0	0	0	0	0	0	
Loans	0	0	0	11400	0	0	0	0	0	0	0	0	
Cashflow	1615	-22637	-2729	8621	659	5745	2366	3776	2626	-916	175	2186	
Opening Bank A/c	42891	44506	21869	19139	27761	28420	34165	36531	40307	42932	42017	42192	
Closing Bank A/c	44506	21869	19139	27761	28420	34165	36531	40307	42932	42017	42192	44378	
Capital Projects													
Toilets						500							
Launch Point						750	750						
Puch Refinish							3500	3500					
Vega Refinish												6000	
Hangar Floor								2000	2000				
Cumulative Projects	0	0	0	0	0	1250	5500	11000	13000	13000	13000	19000	
Closing Bank after Capital Projects	44506	21869	19139	27761	28420	32915	31031	29307	29932	29017	29192	25378	
Reserve Fund	15000	15000	15000	15000	15000	15000	15000	15000	15000	15000	15000	15000	
Over-reserves	29506	6869	4139	12761	13420	17915	16031	14307	14932	14017	14192	10378	

Assumptions:
1) Flying Fees and TLs as per last year
2) Membership and Trailerage last year +3%
3) Costs as per last year except as below
4) Winch rebuild costs reduced this year
5) £100 additional PR and advertising this year.
6) Actuals put in for OND this year