Shalbourne Soaring Society Ltd
Committee Actions

Last	5-Jun-18	Weeks since meeting 0.1
Next	4-Sep-18	Weeks to next meeting 12.9

Originating	Title	Discussion	Who	Action	o/c
5-Jun-18	Attendees	RP, SO, JG, PM, PS, CB, GT, JH, apologies JC			open
5-Jun-18	Annual return	Annual return submitted	JK	JK has done it	open
5-Jun-18	Airfield	Licence	CB	accepted terms and notified landowner	open
5-Jun-18	Projects	project coordination	JH	JH has volunteered to act as project coordinator - to ensure that committee/officer direction is provided to the volunteer teams and give single point of contact.	open
5-Jun-18	Advertising	Facebook advertising	PS/ SO	spend up to £100 - PS and SO to coordinate best use.	open
5-Jun-18	Insurance	insurance cover		cover £2mm is adequate	open
5-Jun-18	Flying	open week	SO	SO to sound out interest and determine a provisional date - week to be 7 day club operation - instruction, tasks, local soaring etc.	open
5-Jun-18	Duty Teams	duty team discussion			open
5-Jun-18	Gliders	Vega refinish	PS	obtain quote	open
5-Jun-18	Gliders	K8 will need refinish	JC	JC to coordinate with AB to determine extent, phased approach and timing (not before winter 19/20?) and costs	open
5-Jun-18	Launch point	Lights to be transferred from old to new and aligned along long axis, possibly using both lamps slightly offset.	PS/ JH/JG	Ps to inform volunteer team. JH to be aware. JG to provide desk.	open
5-Jun-18	Launch point	New 8.33 radio to be installed	PS/ JH/JG	Radio is in chute cupboard	open
5-Jun-18	Airfield	airfield conditions	PS/ pm/ GT	Determine areas to be repaired	open
5-Jun-18	member comms	members weekly newsletter	PS/ SO	PS to start with so and then find member to take on	open
5-Jun-18	management	who orders diesel and gas and winch cable and day to day airfield running	CB	talk to Steve	open
5-Jun-18	heater	discussion on heater and generator	JG	JG to determine kVA requirement and cable loss. Heater to be deferred and heating to be provided by fan heaters - fan heaters to be obtained when it cools down.	open
16-Jan-18	IT	Need for members portal	PS	Example page is acceptable - go live - need personal data clean on wiki	open

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16-Jan-18	Aerotowing	Renewed application CB email 19/10/17	SO	Discuss with planning officer informally what would be required, consider possibility of motor glider not Aerotow.	open
16-Jan-18	Waste	Need a strategy for disposal of rubbish,	ALL	Further though required. Skip expensive and vermin magnet but members don't take home their rubbish	open
7-Nov-17	Trial Lessons	PS proposed that we review what and how we conduct the trial lesson process - to reduce burden and maintain income.	ALL	PS to submit paper, ALL to think of alternative arrangements	open
7-Nov-17	Clubhouse	New Clubhouse Door. (Discussion on how best to utilise the clubhouse space.)	CB	Improve access. Remove LH window and replace with doors. Needs action plan when weather is warmer.	open
7-Nov-17	Launch point	An owner/manager is required for the launch point once it enters service.	PS	Find person from membership. PS. Possibly new member will do this. Café supplies procured. Will be put into service when new signalling system is available.	open
7-Nov-17	Safety	Operations manual	GT/ PS/ JG/ PM	Review and comment. Also see http://www.darltonglidingclub.co.uk/wp/wp-content/resources/FlightOperations/DGC_Flight_Operations_2017.pdf	open
7-Nov-17	Safety	Safety notes to be sent with vouchers	GT	Provide. GT to provide copy to SO who shall include with voucher.	open
17-Aug-17	MT shelter	MT Hangar	PS/ CB	On going. JH to coordinate with AP on civils base. MS team are progressing with steel and cover erection - will hold for civils. Lighting planned.	open
17-Aug-17	Signalling	Winch signalling method, esp regarding new launch point controller	JC	Trials, range not as advertised, alterative antenna being trialled after discussions with supplier.	open
17-Aug-17	member coms	What should be sent to new members	JG	Decide what and collate a pack. Forward to Stan so he can send out to new members. In progress	open
16-Jan-18	~~Attendees~~	~~PS, JC, CB, PM, JG, SO, Apologies JK and RP~~			~~closed~~
16-Jan-18	~~Phone list~~	~~It is useful to have a members phone list but need them to opt in.~~	~~PS~~	~~Stan to add tickbox to membership renewal.~~ ~~PS to coordinate.~~	~~closed~~
7-Nov-17	~~Committee~~	~~Considered splitting Airfield officer into grounds and buildings roles.~~	ALL	~~Committee positions to remain as is.~~ ~~Still look to get non-exec offciers to assist CB~~	closed
17-Aug-17	~~Instructor development~~	It was advised that Martin Hoskins is looking to revalidate his ~~rating.~~	PM	~~Martin is Full Cat~~	~~closed~~
16-Jan-18	~~Fees~~	~~Is an annual fee increase required~~	~~JK~~	~~No increase required.~~ ~~Inform membership at AGM~~	~~closed~~

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16-Jan-18	SUGC	SUGC are taking the Vega to Juniors Winter Series at Long Mynd	PS	Waive fees as recognition of effort to both maintenance of trailer and general attitute and also in support of junior gliging and as general publicity within gliding community.	closed
7-Nov-17	Aircraft	HCF Refinish	PS	Glider has had paint removed, awaiting application of new paint. AB to obtain schedule and coordinate with LC. Foam for cushions purcased and to be recovered by Shirley Clarke	closed
7-Nov-17	Flying	CFI Meeting	PM	PM to attend meeting in Nov and raise MH revalidation troubles.	closed
7-Nov-17	Hangar Door	Hangar curtains are becoming worn.	CB	Obtain quote. Quote received, short lead time, replacement deferred until jan 2018. Ordered. Need fitting	closed
7-Nov-17	Winch	Rotating Beacon	RP	To be procured and fitted. On order	closed
7-Nov-17	Working weekend	Weekend of 13/14th Jan to be a working weekend. No flying.	SO/ PS/ ALL	SO to keep clear in roster. PS to inform membership. ALL to create job list. Volunteer to provide bacon butties and tea/coffee. Great sucsess	closed
7-Nov-17	Exped	Exped for next year	PM	PM to arrange. Portmoak at easter arranged by PM	closed
7-Nov-17	AGM	AGM Date	CB	Feb 23rd. CB to book venue - The Plough	closed
7-Nov-17	Airfield	Licence	CB/ JG	CB/JG to discuss Monday 13th Nov	closed
7-Nov-17	Accounts	Account discussed and agreed	JK	To Be filed	closed
7-Nov-17	Safety	Incident form created.	GT	Inform membership.	closed
7-Nov-17	Safety	Member webpage from main domain.	GT	GT to outline page. PS to give rights. Example page produced	closed
7-Nov-17	Project Management	CB proposal/affirmation of project spend - see correspondence	ALL	Agreed. Implement on future projects. Document to be placed on Wiki - CB	closed
7-Nov-17	Strategy	The committee affirms its commitment to the strategy as outlined in the strategy document	ALL	Continue working to the strategy.	closed
7-Nov-17	Radio	The launch point radio is not compatible with 8.33kHz spacing requirements.	PS	Procure. PS to procure, est cost £300. Purchased at £169 Yeasu FTA-250L Ultra Compact Airband Transceiver	closed
7-Nov-17	Airfield	CB advises that the west edge stock fence was aligned to give a greater gap at the south with a corresponding reduction at its north end.	PS	Communicate to members - this minute serves.	closed
7-Nov-17	SUGC	SUGC proposed a system on how to deal with >25yo SUGC members	PS/ JK	Agreed. Proposal in correspondence. PS to inform SUGC and JK/SUGC to consider capitation requirement when it is due	closed
17-Aug-17	K8 trailer	K8 trailer needs disposal	SO	Taken to LAS	closed
17-Aug-17	SUGC	SUGC proposed a simplified fee structure for dealing with their trial lessons	SO	Agreed per their email of 15 August, 2017, implemented,	closed

PR

Very little to report from my end.

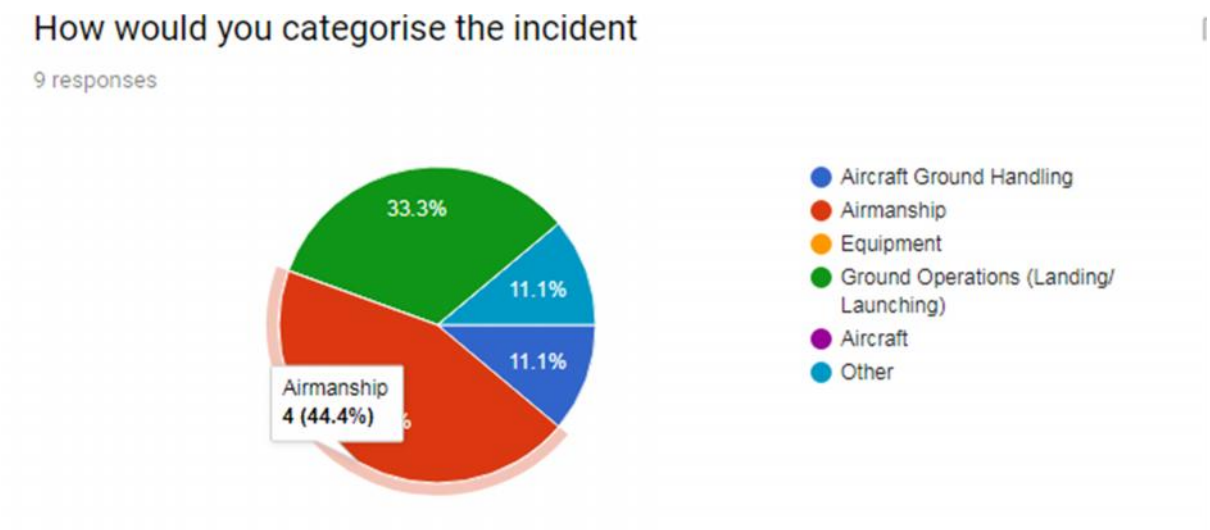
Was approached by Newbury Weekly News about advertising for Father's Day but looking at the current backlog and considering limitations around 2-seaters decided it isn't a good idea to add to the backlog. Since being approached we have had half a dozen voucher sales anyway.. Stats on the vouchers are:-

YTD sales: £4,455 (same point for last 3 years were £3,445, £3,915, £4,044)
Current backlog
51 x standard TLs
14 x half days
9 x charity singles

We have been offered "club focus" in the Feb/March issue of S&G. However, that is Feb/March 2020 so no rush. I have accepted.

Safety Report June 2018

1) Breakdown of Incidents raised on-line between Nov 2017 – June 2018. Detail sent to CFI and DCFI on the breakdown of the incident provided.



2) Accident Report Form for the damage to HCF rudder reported to BGA 8/5/18.
3) Search for a suitable beacon to indicate the winch is in operation still continues. Strobe light with 2 mile visibility did not live up to expectations.
4) BGA Southern CSO conference planned for autumn. Planning to attend if possible.

CFI report.

1. Martin has finally regained his Full cat rating and is now in the process of taking over the running of “C” team from Stephen. Also Graham, Jonty and John will be starting their BI training shortly. Nigel is going to
   restart his FI rating later this year as will Chris B.

2. As most will already know both Alex and Nick have taken the Vega away on XC flights recently, Alex managed to start and complete his Silver flying O/R to Tetbury and Nick flying an O/R to Bicester.
   It is really good that we have members who enjoy XC flying and I feel as a club we should be actively encouraging this. Alex has booked himself a place at this October’s expedition to MIlfield (Borders GC) and personally I have no problem with him taking the Vega away for the week. Hopefully the rest of the committee agree?

3. Given that more members will want to use club aircraft for badge flights we need to agree on a simple system for allocating a glider on such days. Maybe those who want to have the use of a club glider for a specific task/badge flight should ensure that they attend the morning briefing and register their request with the DI. If more than one member wants the flight then it should be simply a matter of drawing a name from the hat.

4. Finally but by no means least there have been some worrying lapses in concentration at the club recently, both airborne and ground related incidents are causing me great concern. Incidents include inadvertent solo spinning of the Puchacz with delayed recovery from around 700ft, initiating the launch of the K13 whilst the Puchacz was being towed back to the launch clearly in conflict with the take off run, luckily P1 released as the K13 swung into the path of the Puchacz but the launch should not have gone ahead. I think we are overdue another Instructor meeting, another will be planned shortly.

Equipment

All vehicles are providing reliable service and the reserve manual Pajero is also usable when necessary.

No serious issues with the main winch other than replacing the starter on 10th May. James Hunneman agreed to take the old one to be refurbished so that we will continue to have a spare.

As the weather has now improved James is hoping to progress with the reserve winch.

Other matters for discussion on 5th June:

State of airfield - see report attached.
Erection of MV shelter (if not already complete!)
Commissioning of new caravan
Progression of reserve winch
Clubhouse heater as proposed by Ken Hansell
Condition of rear section of clubhouse roof
Disposal of old Land Rover?

Shalbourne Gliding

Management Accounts Report

Year to 31 May 18

	Last Year	This Year	Variance	%	Forecast	This Year	Variance	%	Comments
Income:									
Flying Fees	16,009	13,672	-2337	-15%	5,182	13,672	8490	164%	A rotten winter
Membership	18,061	17,683	-378	-2%	955	17,683	16728	1752%	A few members have dropped out. See Stan's report
Trial Lessons	1,745	1,889	144	8%	86	1,889	1803	2097%	
Vouchers	3,462	164	-3298	-95%	342	164	-178	-52%	£3200 being transferred from paypal in June, so OK
Trailerage	4,105	4,058	-48		0	4,058	4058		
Goods & Misc	1,527	1,932	405	27%	81	1,932	1851	2285%	
Total Income	44,909	39,398	-5512	-12%	6,646	39,398	32751	493%	
Expenditure:									
Admin	551	264	-287	-52%	223	264	-41	-18%	
Aircraft	7,436	13,676	6240	84%	1,982	13,676	-11694	-590%	Mainly refinish of HCF
Airfield	2,898	6,275	3377	117%	1,357	6,275	-4918	-362%	Hangar Curtains, Winch shed
Course	270	48	-222	-82%	126	48	78	62%	
Equip	3,528	2,937	-591	-17%	812	2,937	-2125	-262%	
Fuel	3,797	1,693	-2104	-55%	2,358	1,693	665	28%	Timing of fuel purchases
Goods	491	1,577	1086	221%	50	1,577	-1527	-3029%	Clothes sold this year
Insurance	3,574	1,784	-1790	-50%	2,108	1,784	324	15%	Claim on HCF heavy landing paid
Launch	113	0	-113		0	0	0		
Misc	182	0	-182	-100%	64	0	64	-100%	
Publicity	451	248	-203	-45%	286	248	38	13%	
Rent	10,727	7,315	-3412	-32%	3,507	7,315	-3808	-109%	Timing
Safety	876	0	-876	-100%	360	0	360	-100%	
Social	798	650	-148		0	650	-650		
Subs	2,812	432	-2380	-85%	2,764	432	2332	84%	Bill for Club BGA membership hasn't arrived (BGA Awating return from us). £2400 last year.
Tele	50	191	141		0	191	-191		
Tug & Glider Hire	0	0	0		0	0	0		
Winch Hire	0	0	0		0	0	0		
Finance Fees	604	1,207	603		0	1,207	-1207		
Total Expenditure	39,158	38,297	-861	-2%	15,997	38,297	-22300	-139%	
Net Profit	5,751	1,101	-4650	-81%	(9,351)	1,101	10452	-112%	

Debtors > £200	
Darren McKilop (Chased - Had previously put memership on hold)	(355)
Southampton Uni (Chased)	(543)

Forecast Cash	29462	
Actual Cash	35310	
Diference	5848	Vega Refinish not started, BGA Fee not paid, Winch shelter lower cash payment

Notes :
I have removed a handful of members who hadnt paid or flown and therefore are likely not to be rejoining :(

Data Sheet

	Course	Donation	Flying	Goods	Membership	Misc	Social	TL	Trailer	Voucher
O	0	0	1407	680	0	0	0	75	0	0
N	750	11	2113	0	220	0	0	155	0	164
D	0	0	978	32	0	0	0	0	0	0
J	0	0	149	660	325	20	0	0	0	0
F	0	0	1871	32	0	0	0	0	-42.5	0
M	0	30	800	0	15813	0	0	0	3945	0
A	0	0	1956	452	25				155	
M			4398	15	550			1659		
J										
J										
A										
S										
Total	750	41	13672	1871	16933	20	0	1889	4057.5	164

	Admin	Aircraft	Airfield	Courses	Equipment	Fuel	Goods	Insurance	Launch Equip	Misc
O	30	56	0	0	1213	0	694	0	0	0
N	112	99	0	0	300	26	0	0	0	0
D	115	1081	579	0	40	820	26	0	0	0
J	0	0	1228	0	316	0	0	1189	0	0
F	0	10520	1858	48	461	26	25	-1428	0	0
M	0	0	2552	0	422	0	0	2023	0	0
A	7	931	58		150	40	832			
M		989			35	781				
J										
J										
A										
S										

Total	264	13676	6275	48	2937	1693	1577	1784	0	0

Total
2162
3413
1010
1154
1860.5
20588
2588
6622
39397.5

Publicity	Rent	Safety	Social	Subscriptions	Telephone	Financial	Winch Hire	Midweek	Total
0	101	0	0	48	0	150.63	0	0	2292.63
0	0	0	0	0	44	150.63	0	0	731.63
248	3607	0	0	144	14	150.63	0	0	6824.63
0	101	0	650	0	13	151	0	0	3648
0	0	0	0	0	43	151	0	0	11704
0	3506	0	0	0	14	151	0	0	8668
					47	151			2216
				240	16	151			2212
									0
									0
									0
									0

248	7315	0	650	432	191	1206.89	0	0	38296.89