Committee meeting 16th August 2024 19.00h

1. **In attendance:**

Jonty Hitchman: Pr Officer	JH
Phil Morgan: Chief Flying Instructor	PM
Richard Dann: Treasurer	RD
Gillian Brind: Secretary	GB
Jamie Minx: Aircraft Officer	JM
Martin Hoskins: Safety Officer	MH

Apologies:

Simon Zielonka: Chairman	SZ
Rowland Pantling: Equipment Officer	RP
Chris Humphrey: Airfield Officer	CH

2. **Adoption of minutes.**
The minutes for the committee meeting held on 17th July 2024 were approved by JM, seconded by PM

The minutes of the members meeting that was held on 31st July 2024 were approved by JH, seconded by JM.

3. **Matters arising from previous meetings**
As SZ had stood down RD, as a Director, invited JH to be Chairman and JH accepted the position. **Action JH will contact SZ to get a handover from him** and follow up on the 3 outstanding items.
MH volunteered to be the new Child Protection Officer and he was appointed. A new Deputy Child Protection Officer is also needed**. Action GB will enquire as to whether this needs to be someone on the committee.** If not JH will approach a club member regarding the position. A specific email address is required for the CPO. **Action GB will contact John Douglass regarding this.** A poster with the CPO and deputy CPO's photos and contact details need to be on display in the LPV.

RD has contacted Maurice and has prepared for the end of year on Freeflight.
CH sent a report in regarding the progress of the solar panels being fitted to LPV see bottom of minutes.

MH & GB to be added as Directors once MH has passed on his details to PM. **Action JH will speak to PM regarding being a Director and then PM can add all who want to be Directors onto Companies House.**

PM will inform instructors of the change to annual checks being carried out anytime of year once Freeflight is up and running in the LPV. **Action RD to look into whether a reminder of when annual checks are due can appear in Freeflight**.

RD to speak with Graham Tanner regarding user guide for Freeflight. RD has emailed GT but believes he is still away.

Trial Lesson costs will be revisited at the meeting in 2 weeks time. RD had sent his views**. Action JH asked committee members to consider this item** and look at the BGA and Lasham TL offers, both just have 2 options**. Action JH will send his views before the next meeting.**

JM has received several ideas from members regarding good practices at other clubs, he circulated the list and the committee will discuss them at another time. The list will then be circulated to members for them to vote on ones they would like to bring in.

Welcome back to Rivar weekend and Wednesday. A discussion took place regarding this and it was decided to have an "Open Day for members" on 7th, 8th and 11th September. During these dates members would be entitled to 2 free launches as an encouragement to return to fly at Rivar and/or a thanks for returning.

New Aircraft Officer JM is standing down but will continue until a new person has been appointed. JH thanked JM for this.

Refund of trailer fees**. Action RD will reimburse members who have incurred costs from other clubs.** Sandhill Farm's costs are very close to Shalbourne's so these will be covered, Lasham costs are greater so the Shalbourne rate will be used for this case.

Review of Privacy Statement, this has been reviewed and will be discussed at another meeting.

4. **New website**
   To be discussed at next meeting.

5. **Under 16's policy**
   The ideal option is for parents to stay however this is not always practical. Other BGA clubs cover this by there being a designated person, this is normally the Duty Instructor as they have to be on the airfield for flying to happen. The club's child protection policy needs

to state this and the Duty Instructors need to be informed. **Action GB will send MH the Child Protection information that is currently held.**

6. **Classic Car Show Sunday 25th August**
   JM will attend with PM, Chris Bessent may also go. Another club member would be useful if anyone is free. JM will probably take his ASW 15.

7. **Member Recruitment/retention possible Open Day**
   JH suggested that an Open Day for the Thames Valley Paragliders would be relatively easy to organise and could lead to new members. Saturday 14th September is the provisional date with people signing up on the day and flying on that day or an alternative day if time does not permit. **Action JH will put together the offer and share with committee.**

8. **Winch Driver training**
   GB suggested that it would be helpful if more people could train winch drivers and asked if there was a winch driver training card? PM stated that John Douglass is the Winch Master and there is a training card for winch drivers but more need to be printed off. **Action PM, John Douglass and MH will discuss how to broaden the number of members allowed to train winch drivers.** MH suggested a list of approved winch drivers could be put in the LPV.

9. **Safety Audit**
   MH has started the safety audit. He has contacted Red Box Fire to get a price for getting the fire extinguishers serviced. Currently have 14 fire extinguishers, all may not be needed. It will cost approximately £150 to get them inspected and tested before going back to service. The first aid kits probably need replacing as well. MH will do a report. JM asked if funding for a defibrillator might be available. **Action GB will ask Alison at BGA regarding this and MH will also look into this.**

10. **Middle Wallop midweek flying**
    PM has invited any members from Middle Wallop who would like to come to Rivar to fly on Wednesdays. So far only 1 person has come but perhaps more may in the future.

11. **Standby generator location**
    A discussion took place regarding the location of the standby generator. It was discussed removing it from site to protect it from theft. However, it was discussed that it could be kept in a trailer so would be out of sight but accessible. It was agreed that this is the preferred option. **Action JM will speak to Steve Gaze regarding his spare trailer or GB will ask Andy if it could go in his storage trailer.** If it is stored in a members trailer then the member will not be charged for their trailer.

12. **Refund of membership**

A discussion took place regarding refunding unused membership for a long standing member who is no longer flying. Considering everything that he had given the club over the years it was decided to refund his unused membership and give him an honorary membership.

13. **TL's who can and should see the booked TL's?**

TL's are currently being booked in google calendar however not many people have access to this. TL's can be booked on Freeflight once it is up and running. It was decided to add all TL's to the Daily Flying What's App group. **Action RD will ask Martin Selby and Stephen Ottner to add TL's to What's App group.**

14. **AOB**

An expenses claim has been received regarding the old Lister generator. This is an unauthorised expense and a discussion took place regarding it. The generator needs to come back to site and be tested. It could then be sold as the club already has 2 generators and has nowhere to keep it. There was also some concern regarding the smoothness of the power it produces. **Action JH will speak to the members concerned**.

The second gang mower's blades need resharpening and replacing at an approximate cost of £500. It was decided to leave this until next year so that it is ready for next season. JM will come back to committee if it fails to cut before then.

Next meeting Monday 2nd September 19.00h

Meeting ended 9.30pm

Report from CH regarding airfield

The airfield is now fully operational with generators, Solar power bank and water / sanitation on line. The airfield has been cut by the volunteer mowing team and by this weekend will have two sets of gang mowers on line ready for use to continue this major saving activity my thanks to all involved. Work continues (at a slow pace) on the LPV, with the solar charger on the roof temporarily repaired and the main roof repairs now complete, the next part is to tackle the rewiring and fitment of 2 full sized solar panels to provide power for launch control and the freeflight computer. With the removal of the gas storage cupboard and kitchen bench we will create a sitting area in the rear of the vehicle for the winter months we may even have enough room for a small heater?
One welcome addition was the fridge that was donated by James Walters and allows cold drinks to be available on site all summer. Gas and diesel tanks will be refilled during September to take us to next Spring.
Obviously with the present financial position of the club any other projects will be deferred until next year