

## ESSEX AND SUFFOLK GLIDING CLUB LTD

### **Minutes of Committee Meeting held on Wednesday 10<sup>th</sup> September 2014 in the Clubhouse commencing at 17.00 hrs.**

#### **Present**

Robert Godden (RG)	Chairman
Andrew Booth (AB)	Treasurer
Paul Foulger (PF)	Secretary
Alan Bilby (AlanB)	Site Officer
Dick Skinner (DS)	Membership Secretary
Mike Haynes (MH)	Technical Officer
Martin Lawson (ML)	Winch Master
Adrian Tills (AT)	Publicity Officer
Jonathan Abbess (JA)	Chief Flying Instructor

#### **Apologies for Absence**

Eddie Leach (EL)	Safety Officer
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#### **Co-option of Alan Bilby to the E&SGC Committee**

Following the resignation of Clive Stacey, it was unanimously agreed that Alan Bilby should be co-opted onto the committee for the remainder of the year to March 2015 when he would be eligible for re-election.

#### **Approval of Previously approved Minutes for 10<sup>th</sup> September 2014**

The minutes were agreed unanimously by those present.

#### **Approval of Five Year Planning Meeting Minutes for 26<sup>th</sup> September 2014**

The minutes were agreed unanimously by those present.

#### **Matters arising**

Risk Assessments Ongoing (EL)

Website - Ongoing. MH to arrange a meeting of key players once Andreas is back from holiday. **M.H.**

CASC (Scheme Changes). RG said that the BGA had sent him details of revisions to the CASC scheme. He has looked at the potential changes and believed that none are likely to affect us. It was agreed to obtain the view of the Accountants at the Club Directors meeting with them at the end of the year.

CASC (Mileage claim). AB would write to Clive and Margaret Stacey to ascertain whether they would still be willing to undertake the collation of the necessary data to support a CASC/gift aid mileage claim. **AB.**

Clothing - AB had made contact with "RESULT" based in Colchester and had a good selection of clothing. Those present agreed that it would not be advisable to hold stocks apart from a sample of clothing available with the E&SGC Logo in situ. The cost of an ESGC logo pattern was in the region of £30 plus VAT, and much the same cost for a logo with 'Instructor' included. Members would be able to order their own clothing from the supplier once an agreed arrangement was forthcoming.

It was suggested that a 'T' Shirt with a printed logo should be considered for selling to our customers partaking of GE's; TI's and Day Courses. AB to report back at next meeting. **A.B.**

Charities/Essex Air Ambulance – AT had been in touch with the Essex Air Ambulance who had agreed to be recognised as E&SGC Charity partner and would be open to shared activities which could be advantageous to both organisations. Following the success of the longest day event last year it was suggested that it be repeated in 2015 (Sunday June 21<sup>st</sup>), but increasing the launch fee by £1 to £2 and donating £1 for each launch to Essex Air Ambulance.

It was suggested that as 2015 would be the 25<sup>th</sup> anniversary of the club being at Wormingford would be an ideal time to organise an “Open Day” could be ideal timing and a sub committee of about 4 members be formed to organise the event, together with the Essex Air Ambulance at the airfield.

Essex Air Ambulance were able to host visits to their site for groups of 10-20 and this would be forthcoming in the New Year.

A.T.

## **Membership Secretary's Report**

Membership Numbers: The numbers presented by e-mail by Paul Foulger are generally in line with my figures.

Membership Categories: There is a feeling that the membership categories are due for review and in particular the Junior, Youth and Cadet categories should be simplified.

I propose revised changes are:

- Junior, Youth and Cadet categories should be combined into one category “Young Member” (or whatever other title may be agreed). This covers all ages up to (but not including) 21 years with no requirement to be in education. The education requirement is a complication as there are various forms of training that could arguable be included or excluded. The membership fees would be on a sliding scale depending on age at the time of joining/renewing. Regardless of age they would pay launch and flying fees at half adult rates.

I would propose fee rates of:

Up to 16 years – ¼ of adult fee (£90 at present)

16 and 17 years – 1/3 of adult fee (£120) at present)

18, 19 and 20 years – ½ adult fee (£180 at present)

The Cadet Scheme (which seems pretty ineffective at present) would be discontinued as a separate membership class. It was agreed that the scheme required to be reviewed and to retain the term “Cadet” which would be applied within this category of membership.

- Winter Membership (as tried last year) should be re-instated and formalised.
- The Wood and Glass Schemes should be combined into one “Single Seat Scheme”.
- Various other minor clarifications as indicated.

Those present agreed the above to take effect from the new club year commencing 1<sup>st</sup> April 2015, apart from Winter Membership which should take place with immediate effect; however there were one or two anomalies and clarification is given below.

A cadet whose time expired in June had queried his status regarding membership, following the above decision he would continue as a cadet until the end of the current club year, and would then be eligible for Junior membership as outlined above.

A Social member had flown more than the 6 flights per annum permitted. In order to maintain his social membership, he has paid £100 to supplement his social membership fee in recognition of his extra flying to date and to the end of the membership year.

A new member who joined on 5<sup>th</sup> April 2014 and is on FPTs but is unhappy with what he has been getting and was angling for a re-fund. He has not really given the club a fair trial and has been to the club on only 8 occasions and found progress slow.

Andy made a very comprehensive and positive response but we now need to agree what we should do further. Andy has suggested some form of mentoring, but this would require further contact to establish whether he is serious and to set it up if so. It was agreed that DS would communicate with the said person, at the same time making the offer that AB had made in his note to him.

**D.S.**

#### Reciprocal Membership with other Clubs:

I have contacted a large number of clubs and had responses from quite a lot regarding their attitude towards reciprocal membership; 19 clubs who have confirmed reciprocal membership, 8 who have said "No" and a considerable number either undecided or not responding.

I propose to circulate this list to all the clubs (when it has been tidied up a bit) by way of confirmation to those who have responded and a prod to those who have not.

I suggest that the list should be made available in the launch cabin (ideally on the computer so it doesn't get lost) so that log keepers can check whether or not to charge a day membership fee.

This action was welcomed by all present.

Summer Cadetship – RG suggested that a Summer Cadetship scheme for the months of June July and August could be offered to local schools and could lead to more junior members. It was noted that DS would be attending Philip Morant School in the near future and is something that could be mentioned to gauge what interest there might be for such a scheme.

**D.S.**

#### **Secretary's Report**

BGA Management Conference- It was agreed that RG and JA would represent the club at the BGA Management conference on Saturday 22<sup>nd</sup> November. RG had been approached by Alison Randle to make a short presentation.

Christmas Dinner Saturday 20<sup>th</sup> December 2014 – The dinner had been booked at the Holiday Inn at Eight Ash Green, where we had a room for up to 60 to ourselves. Bookings were progressing slowly and it was hoped that members would place their orders and deposits as soon as possible.

**ALL MEMBERS**

#### **Technical Officers Report**

Instruments. - In discussion with Mike Hutchinson it was decided to scrap one of the PZL vario's sent for service, this instrument is approximately thirty years old and was deemed beyond economic repair. The remaining vario and DOA's ASI have been serviced and returned.

DOA registered AIS has been re-fitted.

The serviced vario will be fitted into DVB in the near future replacing the sticking unit.

Batteries - Despite a capacity test in July one of the K21 batteries now appears to be nearing the end of its life.

More significantly we are again experiencing loss of capacity in the launch point vehicle batteries resulting in loss of radio communication towards the end of the day! If we go back to my report of May this year when we last experienced this problem, I believed the Varta AGM batteries should have been good for some 800 cycles at a 50% depth of discharge, and clearly we have not had anything close to this number.

The old laptop is quite power hungry and along with the radios equates to a quiescent current of about 5 amps so in an 8 hour day this maps to 40Ahrs used out of the 180 Ahrs installed in the launch point i.e. a depth of discharged of about 22% (The signal lamp and beacon are used for such a short period of time that there effective consumption in a day is negligible).

As our depth of discharge is only some 20% I have to admit I'm at a bit of a loss as to how we have managed to damage the AGM batteries resulting in such a short life, but some suspicion must now fall on the charger.

I don't feel we can attempt to return the AGM batteries to the supplier (Tanya) under warranty as we have already made one claim for short life. I will try but we probably need to purchase two new batteries in the very near future. I will investigate with urgency to see if I can get to the bottom of the short life problem, clearly we are doing something, which is damaging the batteries.

My current theory is: - When the launch cabin gets left switched on whilst the batteries are charged, a fairly common event these days. The battery drain caused by the radios/PA amp etc. prevents the charger seeing the charging current fall to the level at which it switch to the float charge mode. This leaves the charging voltage to the batteries too high and they are overcharged, damaging the batteries.

To prove this I need to discharge the batteries and then observe the charging voltage and current over a period of a few hours with the radios switched on and off. In short a couple of days testing before any experimental data can prove or disprove the theory

**Broadband** - On Friday the 19<sup>th</sup> September a severe storm passed over Wormingford, this caused damaged to the network infrastructure devices but fortunately did not appear to damage any of the connected peripherals e.g. webcams, PCs etc. Both the normal and POE Ethernet hubs and the Draytek router were damaged. The POE Hub and the Draytek router have been replaced under warranty and a normal hub purchased.

**Launch Point Laptop** - In theory it should have been easy to provide a power supply for the new laptop by simply swapping the plug tip on the 12V -> 20V converter we are currently using. However with the correct tip fitted so that the plug physically fits and the voltage switched to 19.5 V the new laptop fails to charge. On closer inspection the new laptop mains power adapter seems to be a bit special in that it has three connections in the power cord, so there is some communication between the laptop and the PSU during charging. As this makes the laptop 240 V power supply rather laptop specific I looked to see if I could find a 12-> 19.5V supply for an HP Probook 450 but did not come up with any hits.

To circumvent this problem the launch point has now been equipped with a small 12V – 240VAC inverter and a 13A socket so we can simply use the power adapter supplied with the laptop.

This installation is complete and we can switch to using the new laptop when it's convenient.

**Office PC and IT** - Nothing to report

**Briefing Room PC** - Mounting the projector on the ceiling is still ongoing.

**IP Webcams** - Both Webcams were out of service for a short while due to the issues caused by the storm, but normal service was resumed around the 1<sup>st</sup> October.

The website still has some issues and these are being worked. Now that Den has returned from Spain we hope to make some progress on this issue in the next couple of weeks.

In the mean time if you find an out of date image from the webcams on the website then access the camera direct.

Glider Trailer Refurbishment - Refurbishment of the Astir trailer continues.

The new lights have been installed and wiring completed. The front jockey wheel has been moved so that the crank handle no longer fouls with the tow bar brace. All of the glider fittings for both HKM and KEE have now been installed/prototyped in the trailer with both gliders. There is no further need for either of the Astirs to be de-rigged to aid in this process.

All that needs to be completed is some finishing, foam/felt covering, tail straps etc.

Skylaunch Speed Transducers for DOA/DVB - The Skylaunch Transducer for DOA is still under investigation.

### Gliders

K21 - Further to the rudder damage caused by the tow out gear last month, we now have scuffing on the tail boom from the GRP moldings where the protective felt has degraded. This tow out gear is not to be used until further notice.

Grob Acro - The rose joint socket on the front canopy gas strut became detached when the canopy was opened allowing it to open further than normal. This bent and fractured the hinges. New hinges have been obtained and the aircraft should be back in service in the next week or so.

SF27 - Repairs to the lower rudder hinge have been completed and the Aircraft returned to service.

Pirat - This aircraft suffered significant damage in a heavy landing and is now considered a write off.

As the Pirat had only flown 4.25 hours since the 1<sup>st</sup> January 2014 it is clearly not a popular glider and the decision has been made not to replace it.

ASTIR - HKM - Nothing to report

ASTIR - KEE - Nothing to report

DOA - Nothing to report. Elevator stop for full forward is becoming rough and this can be felt in the aileron circuit. No progress on this action

DVB - Nothing to report.

T61 Motor Glider - As this is privately owned I don't normally report on this aircraft however this year there have been two cases of damage to the underside of the wings and ailerons. It is suspected this occurs if a buggy is parked under the high wing and the aircraft changes wing for some reason e.g. a gust of wind when the hanger is opened.

Please do not park buggies under the wings of this aircraft. Notices have been added to the buggies to this effect.

### **Chairman's report**

TMG Planning- The next stage was now in progress and would be pushed forward in the next two to three weeks.

Grant applications - RG discussed the various areas that would benefit from a grant application.

The 'Wet Weather' pitches one was worthy of examination as indicated below for the runway and could be high priority. The next area was definitely for the training of Instructors and was of high priority, with new radios being the next priority.

### **Site Officers Report**

AB had a successful meeting with Clive Stacey for a handover of on-going and other projects.

AB had already completed the closing down of the showers for the winter. It was noted that the electric radiators were not functioning at present and EL when next on site was to be asked to check and to ensure they are working over the winter to avoid any "freeze up" conditions. **A.Bilby/E.L.**

The dangerous loose slabs forming the step from the clubhouse to the patio area had been re-seated and were now safe.

AB had made enquiries regarding the provision of 'perfo' to enhance parts of the runway to become useable during the winter period. For an area 18m by 200m would be in the region of £54,000, this could be a possible contender for a grant application under the 'wet weather' pitches for sports clubs scenario, however there would need to be a justification that to spend this amount of money would give a return to the club. AB agreed to undertake to provide a justification report for the next meeting; to include days lost for a waterlogged runway and lost flights due to long waits for retrieval of gliders before another can take off. Meanwhile Alan B with A N Other would arrange to visit Andrewsfield to talk to staff there and to evaluate that this would be a beneficial exercise for E&SGC. **AlanB**

Various measurements and configurations etc. were discussed and would be discussed again at the next meeting.

AlanB reported that Clive Stacey had agreed to complete the security arrangements for the MT shed and container.

### **Winch Masters Report**

A note had been sent to the membership from Brad regarding the care needed with the Dyneema, severe damage had been caused due to a possible error of judgment. It was essential that any malfunction, cable breakage was reported to the winch team as soon as possible; this was not always the case.

At the present time it was not envisaged that the cables would be changed due to the expense on comparatively new cables, so there will be a number of breaks to contend with in the coming months. ML has made a suggestion that if every club member could pay £20 then the cables could be replaced at no cost to the club.

**ALL MEMBERS**

Continuing to repair and rebuild both the German and English winches, the equipment rescued from the Wattisham winches have been invaluable.

The Westwood Mower has been repaired and is now OK

The Green Mower is being assessed to see whether or not a suitable repair can be made.

### **Safety Officers Report**

Risk assessments will need to be filtered, which I will commence on my return.

I also need to continue with the club electrical testing. My test equipment has had their statutory annual checks whilst I have been away.

As there has been a change of site officer, please ask Alan to check that the mandatory Boiler/gas cooker service has not been overlooked and we have copies of the landlord reports.

Please forward copies of the reports to me for the SMS.

I will also liaise with AB regarding the Airfield sign for the north peri track.

### **CFI's Report**

Congratulations to David Betts who has completed his Basic Instructor training and carried out his first few flights as an instructor.

Nothing else to report!

## **Treasurer's Report**

Motor Glider Account - I am currently working with P Rice, Amy and the motor glider syndicate to agree/reconcile the motor glider account. We have the details of the MG flight log and we are now checking to see if we have correctly picked up all of the flights and flight times. We also have the question as to whether to adjust the monthly SO either to a lower amount or to switch to a different system. The MG syndicate has said they would prefer to keep with a monthly SO.

Financial status - Having seen the Temporary Membership stats prepared by PF for the BGA, it says that for the period in question (Oct 2013 to Sept 2014), we registered ~10% more TL members. If this actually translates into 10% more TL flights for the 2014 flying year with the associated revenue, this will be a good thing and should eventually appear in the end of year financial status. Previously, I had been assuming the TL's for this year were going to be the same as last year. It is actually slightly more complicated because our 2014 accounts pick-up TL sales for the period, rather than flights taken.

If you add this to the better group status (i.e. 10 more groups this year than last), this will provide further added revenue.

I expect the other two elements of the plan (membership numbers and members flying) to be about the same as last year.

Given that we have had no hefty cost hits this year such as glider damage paid for out of club funds, I am predicting that we should at least break-even or possibly show a small profit. The only caveat is that we will have funded the second-hand winches (~£2,150) out of our daily operating cash. However, last year we did the same for the new boiler, which was also about £2,000.

End of year accounts - I will need to talk with the bookkeepers (old and new) to remind them that end of financial year is coming up in a couple of months' time and we will need to start thinking of the required end of year Sage actions.

Cash at bank - Our cash reserves are currently sound.

Commercial day wages - Because we have to submit the wages data within a day or two of the start of the next month, we have to use a wages estimate for the last couple of days of each month. This is to avoid receiving a fine from HMRC for late wage data submission. For last month, we assumed that there would be a commercial day on the last day of the month. After submitting the wage data, this commercial day was cancelled due to bad weather. We have therefore paid wages for three individuals. Rather than try and do a correction, I think that the easiest solution here is for all the affected people to make a note and they will owe us one for the future.

## **Any Other Business**

Club Calendar of Events – AT had produced a suggested calendar of events, which emphasised forward planning of Club trips away either in the UK or abroad, as well as other events both social and training orientated. This had been well received by those present and all were asked to look at the events and to suggest members who may wish to or be persuaded to take on a sub committee role to organise such events. It was essential that there would be ample forward planning, rather than leave things to the last minute. **A.T.**

The Flying Show – AT informed us that there was a Flying Show to be held in Telford, whilst the BGA would be in attendance, it was felt that there would be little merit in E&SGC attending since we were not located in the immediate area.

Flarm Radar – MH suggested that to have Flarm Radar available at Wormingford would be of interest to many of our members. He could produce a programme to have this available for circa £100, it was agreed that he should go ahead. **M.H.**

Document Storage – MH reported that there were a number of documents etc. that were held on individuals own computers and would be more beneficial if all who may need to amend at some time held them on the club library of documents so that they were accessible. It was agreed that this was the correct way to go forward. **ALL**

Instructors meeting re Non-Flying Instruction – MH was very concerned about the lack of ground handling instruction to members old and new in particular. JA responded that he had tried on numerous occasions but with a nil result. There was a lot of unnecessary damage being caused due to bad ground handling. There are ground handling record cards available and there was a time that it was a requirement that these were completed, as are the pilot record cards before someone is sent solo. It was recommended that these cards be reinstated and the requirement for completion as with the pilot record card before going solo. It was further suggested that some ground handling questions/actions be part of the Annual Checks regime.

MH suggested that he would instigate regular emails to the membership highlighting particular problems that with more care would not happen.

There being no other business to discuss the meeting closed at 17.40 hrs

#### **Date of Next Meeting**

Saturday 6<sup>th</sup> December 2014 **COMMENCING AT 14.00 (2.00 P.M.)**

**PF 26/10/14 Revision 4 – 02/11/14**