

**ESSEX AND SUFFOLK GLIDING CLUB LTD**

**Minutes of the Annual General Meeting held on Saturday 15<sup>th</sup> March 2014**

**Commencing at 19.00 hrs in the Clubhouse at Wormingford Airfield, Wormingford CO6 3AQ**

**Present**

Chris Price (CP)	President
Robert Godden (RC)	Chairman
Paul Foulger (PF)	Secretary
Andrew Booth (AB)	Treasurer
Martin Lawson (ML)	Winch Master
Clive Stacey (CS)	Site Officer
Dick Skinner (DS)	Membership Secretary
Jonathan Abbess (JA)	Chief Flying Instructor
Eddie Leach (EL)	Safety Officer
Adrian Tills (AT)	Publicity Officer

And 45 members in attendance

**Apologies for Absence**

Apologies were received from Mike Haynes; Ray Rogers; Dave Wallis; Graham Banning; John Shannon; Jim Davis; Kaz Fuks; Spencer Fitch; Colin Ebdon; Andy Wells; Vernon Bettle; Alan Bateman; Richard Hayhoe; Norman Feakins; Robert Walker; Bryan Smith; Graham Drinkell; Nick White

**Additional Items for the Agenda**

There were two items to be added to the agenda; one regarding the format of future AGM's (PF) and one regarding communication (Paul Rice)

**Minutes of the Annual General Meeting held on Saturday 23<sup>rd</sup> March 2013**

The minutes of the meeting held on Saturday 23<sup>rd</sup> March 2013 were accepted as a true record of the meeting. Proposed by Jonathan Abbess and seconded by Clive Stacey and agreed by members present unanimously.

**Matters arising from the minutes**

There were no matters arising from the minutes not covered by the agenda

**Chairman's Report**

Club officers will deliver their reports on the areas for which they carry primary responsibility so I will try to avoid any duplication and concentrate on other aspects that have been dealt with plus current plans for development.

**The past year:** - the Committee has covered a lot of ground over the past year which has been a challenging one.

Predominantly, the need to safeguard the club's financial position has been the foremost consideration as members are already aware through the Special General Meeting held on 25<sup>th</sup> January.

The new launch point based information system is now live and I'm sure everyone will agree has been a successful project. When the planned refinement of the links to the accounting system are complete we shall have achieved both a superior integrated information system and lower costs. I would like to thank Mike Haynes and Robbie Nunn for the great efforts they have put into this project.

Our new web-site – is up and running s most of you will know and is the major point of contact with the general public. In respect of the Web site development I would like to thank Dennis Heslop for both the design and the speedy implementation.

Pressure on airspace, most recently in the shape of Southend Airport proposals has been responded to through active participation with others from gliding and general aviation, including two of our team participating in a meeting with the proposers at Southend Airport. Thanks go to Paul Rice and Dennis Heslop. The result of the CAA deliberations will be published by them in the near future

#### **Looking ahead:-**

Firstly, we shall continue to monitor progress along the lines of the four key objectives stated at the SGM and aim to provide regular updates to members.

Whilst it is early days for any true measurement, initial indications on the performance of the new web-site are encouraging. Management of the website will be an ongoing function to ensure maximisation of this valuable facility.

- Re-licencing:- is an ongoing subject that all should give their attention to this year. We have provided the necessary references and advices via the Club web-site and would encourage members to act sooner rather than later as there is likely to be many applications going in during the month's ahead leading up to April 2015.
- The revised medical certification requirements have also been the subject of a circular advice to members (thanks go to Vernon Bettle). As a further effect of the new medical certification regime we need, as a committee, to look at the position of some of our members who may face difficulty in complying with LAPL medical requirements. The answer may be to purchase an annex 2 glider, able to be flown with the basic medical certification. Whether we proceed is subject to there being an adequate level of support from those who will be affected and I would ask that those who know it will be a factor in their considerations and would support the purchase and use of such a glider to log their interest with the Committee as soon a possible after this meeting to enable us to assess the viability aspect. It is intended that such a project will be self funding either through a scheme similar to or maybe part of the current wood scheme.
- Motor glider - We shall be applying for a change to our planning permission so as to be able to take off and land the TMG under its own power. Previous planning considerations have been

focused on aerotow whereas the intention now is to concentrate on a specific planning amendment for TMG operation.

The reasons for the application are:-

- We need to maximize on the use of the TMG as part of our activity as an ATO. It is a necessary post solo training facility for the Club.
- Currently it can only be used when the winch is deployed. The ability to operate at other times would increase versatility of operation and thereby the flying opportunities for post solo training under the new licensing regime.
- It offers an opportunity for glider pilots to attain another skill in addition of course to providing more flying opportunity for those already holding the SLMG licence.
- It is questionable whether flights made, under the current planning restriction by members holding the SLMG licence including, importantly, instructors are valid for recency requirements as takeoff and landing is not under power.
- Volunteers :- As ever, in our continual quest both to contain the cost of our flying and to maintain the financial viability of the club we are, in the shape of trial lessons / group flying sessions etc., taking on commercial obligations with volunteer resources and therefore the support of members is vital. We shall be asking for volunteers to sign up to Groups to support the commercial days and group flying sessions, the objective being to have a sufficient pool of people available who are willing to put in the effort alongside those who have taken on the responsibility for organizing the events. The dates and times are normally known well in advance and so it should be straightforward for volunteers to plan their involvement. Colin Woolf has been the mainstay and sometimes the only one supporting commercial flying days for which we owe him a big vote of thanks. He has been doing far more than his fair share of this so *please* can we have others willing to help out.
- Group flying – specifically, the Club needs someone to take over the *organization* of Group flying sessions. This has been under the wing of Andy Booth but understandably it is too much to expect him to continue in addition to his treasurer’s role. Can we have a volunteer please?
- On Site - The volunteer aspect is not focused entirely on commercial activity. Much has to be done to maintain and repair club equipment and site facilities. Clive will be asking for people to assist by taking responsibility for or assisting with various jobs that are required in order to keep the Club facilities in good order.
- *A moan – ( read out the text of report from “ a member “ re the neglect apparent on a Monday morning arising from the Sunday operations)*

Finally – as I mentioned at the beginning your Committee has worked hard during a challenging year to manage the many aspects involved in the running of the Club including, importantly, its prospects for the future.

This has, in addition to the regular Committee meetings, involved much traffic in the shape of E mail and ‘phone conversations between Committee members as well as several additional meetings to move on specific issues.

Andy will report in more detail on the financial aspects but overall the results of the work carried out by the whole Committee has ensured that the Club remains viable and probably in better shape than many others.

We have been grateful for the comments and suggestions regularly received from members and I hope that we have satisfactorily responded to all.

### Questions from the Floor.

Paul Robinson asked whether the amendment to the planning application would include the possibility of aerotow's with a suitable TMG. RG responded that we were not at this stage trying to increase power days, but merely to improve our training facilities which was a requirement of being a ATO (Authorised Training Organisation). PR suggested that the current T61 could become obsolete; however RG stated that the application was for the T61 or something that did a similar task. PR also asked whether the planning amendment would include SLMG's; RG responded that the answer was no as the noise factor would be too high.

### Treasurer's Report

AB gave a slide presentation of the current situation and copies of these slides are at the end of these minutes, however the main points made are as follows.

We are in a similar position to that of 2012 and we have made an overall loss in 2013.

Whilst we are not where we want to be **THERE IS NO REASON TO PANIC!**

We do have strong savings and cash reserves and we have stabilised the financial situation.

We have commenced the turn-around plan that we talked about at the Special General Meeting, and our situation is not unique just to us, and I am pleased to say that we are in a better state than many other clubs around the country.

You will note that the BGA fees were shown as double in 2013 than they were in 2012. The amount of the fees entered for 2012 should have been £6,654 instead of the £4,654, because of this error at the time we have had to take this into account in the 2013 accounts which makes the entry twice as much as in 2012, however having had to suffer this 'extra' charge in this year's accounts, we are fairly certain that the BGA fees for 2014 should be in the region of £6,500. Our business is stable at present even accounting for a £2,000 annual loss.

Our initial loss for 2013 was £4,238 which included the correction for BGA fees from 2012, however, we have looked at the depreciation values and in particular for the winches, and in re-valuing the winches we have reduced the annual depreciation bill by around £3,000

We know that Professional fees were a big issue last year and I am pleased to report that the overall bill has reduced by some £6,000 in other words a reduction of two thirds. I would like to thank Amy Nunn for taking on the bookkeeping role at such short notice.

The new flight logging system is already saving time and there should be further savings when the logging system can input the flying fees etc. directly into the Sage accounts although this is a little way off as yet. We owe our sincere thanks to Robbie Nunn and Mike Haynes for all the hard work that has gone into producing a tailor made system for ESGC

Other items to note are that Turnover, which is Sales and flying are down by some £3,000 and one must note that this was a bad year with reduced flying days.

On the expenditure side we spent £3,000 less on the maintenance of the winches; but we spent more on the glider fleet, some £3,000, due to too many accidents. There were also other various changes due to booking items into different categories and on the Balance Sheet the net current liabilities were £2,300 higher than in 2012 which means we are less liquid this year.

I have received comments from our Bookkeeper, Amy Nunn, who has congratulated you all for keeping your Doghouse status in a much better state. Also thank you for checking the log sheets before raising your queries which has meant that there have been fewer queries for the Bookkeeper.

With the advent of an automatic link of the logging system directly into Sage accounts, it will be even more important to check the log sheets at the end of the day.

#### A reminder of the Key Issues for ESGC

Our issue is very simple – we need to increase our revenue, as we have very little ability to reduce our costs any more than we have already done.

You remember our turnaround plan from the Special General Meeting:-

We need 20 more adult members than we had in 2013

We need 10 more Corporate/Group events than in 2013

We need to do 40% more trial lessons

And we need 10% more member flying

And above all we need all of you to sign up and be a part of our turnaround plan.

Let's go and do it.

#### Request from the Treasurer

**AB asked for a 'Volunteer' to take over the running of group days and evenings as well as a core of willing volunteers to assist (Instructors, winch drivers, general helpers). Please forward names to the Secretary, Treasurer or Chairman in the first instance**

#### Site Officers Report

It's been a year but it only feels like three months!

When Paul Rice, now a retired committee member first asked me before Christmas 2012, if I would take on the job of Site Officer, he added you won't have to do much, just arrange for the grass to be cut a few times.

Joining the committee has been a huge learning curve for me, it would have been impossible without the help, of my predecessor Bob Godden, who had achieved so much and the club secretary Paul Foulger. I would like to take this opportunity to thank them and, all the other people who have offered help and advice, from the wider committee and the general membership. I could name many from the membership who have assisted with various tasks around the site, however there is one who I should mention, who without really asking stepped up and eased the load, He's my unofficial number two as far as grass cutting is concerned, Graham Banning. Thank you Graham.

When I started to look around me, I realised that there was a whole host of jobs that needed to be done, some were small and seemed unimportant, some were large and burned brightly in my thoughts but all are needy of our pooled resources. Yes some I can do on my own, some I can't, for these we will be looking for some willing helpers.

I started by making a list but then realised that a list inferred priority, there is no priority, if it needs doing, just do it. (Jerry said that)

Some of the projects started have yet to be completed and it is because of a host of differing reasons. Sometimes it was because I needed to fly too!

The major project of this past year has been the replacement of the Central Heating boiler. This has been completed and has been serving us well throughout the winter.

One long running project has been the installation of a permanent Double Cross sign. To facilitate this some basic ground working tools had to be purchased. The Club simply didn't have any and borrowing them from members could not and, should not have been relied upon. Things were further slowed by an injury I picked up, to my right foot.

Now happily resolved. Then the rain came, and how did it rain, mostly downwards, sometimes horizontally, but mostly downwards. With the drier weather completion is expected very soon.

Wood rot. That's the thing that has been eating away at the clubhouse entrance porch. Thus forcing us to replace the window frame. This too will be completed soon. But there is a message there for us all. Ignore the wood and leave off the protection and it will simply rot away.

Rainwater gutters will block if they are not cleared regularly, as in the case of the hanger roof. But thanks to Mark Butcher, we cleared the blockage.

Clubhouse gutters also come loose if abused but fixed by other tall people, thanks to Bryn Smith for his help.

Following numerous conversations with your technical and safety officers, plans have been put in place to improve the IT infrastructure and compliance with Fire regulations. This has necessitated the installation of not one but two loft hatches. These also will be completed very shortly.

While this visible activity has been proceeding, other projects have been proposed and some moved to the back burner due to the lack of funds, as you have just heard from the treasurer.

One of my major issues has been with the grass cutting of the main field. Well I am pleased to announce to you, that we have been able to source a grass cutting machine that can be used off the rear of our tractor. This will enable us to cut where we like and when we like and not the whole on the same day. Also at a considerable cost saving, giving us payback in one year.

Members are invited to put their names forward to join our select crew of Main field grass cutters.

Finally I can advise the membership that with the help and support of the committee more projects are on the horizon to improve the Club facilities to all and to enhance the enjoyment of membership.

## **Technical Officers Report**

Its been a busy first year for me back in the role of technical officer and I can't help feeling I've been distracted from the Gliders a little by other technical issues, lets hope the balance swings the other way in 2014.

### IT and Broadband

On the computing front, both the office computer and the one in the briefing room have been rebuilt, and good working printers are attached to both.

One of the main problems I have encountered over the past year has been one of the Internet connection. After a long and tedious battle with BT, the Broadband now works to a more suitable level most of the time, however there have been some glitches, and no doubt the flooded fields etc., may well have an effect on the performance in the short term.

There has been some experimenting with replacing the old USB Web cams with IP Cameras. The big advantage this brings is we do not need computers behind these for the images to be available over the internet, meaning there should be less days when the image is stale because Windows has crashed.

When the cable installation is complete we will quickly move to replace the south and west facing weather cameras and also to add at least one more to provide security recording along the drive in front of the container and MT shed.

### Electronic Log System

Much time has been working alongside Robbie Nunn on the new electronic logging system. I must say a large thank you to Robbie for all of his efforts on this.

Whilst Robbie wrote the software code for the system, I concentrated my efforts on producing a specification and facilitating the IT infrastructure to support the system.

Whilst most of you should now be familiar with the electronic log in the launch vehicle, there are a number of other aspects to the system designed to bring benefits to the club.

- i) Membership and Medical records these are now consolidated into just one database, and membership renewals are generated by the system.
- ii) The system calculates all of the flight/membership charges and very soon will have a facility to pass this information directly into your members accounts, This will save even more administrative time, but makes it doubly important that you check your own flights at the end of each flying day to ensure the correct person/amount is being charged.
- iii) Shortly we will have a members browser programme available to make it easy to find your flights and fill in your log books.

### BGA Quality Audit

ESGC must be on a hit list as following the CAA audit in 2012 this year the BGA wanted to audit our Glider maintenance, maintenance facilities and records.

I went through the EASA paperwork for all of the club gliders prior to the BGA audit, and found a number of issues. These were rectified prior to the audit.

Even so the BGA auditor found three minor non-conformances, all have now rectified.

He also commented that our workshop was untidy/messy!

The message is if you use the workshop – tidy up and clear up after you so that the workshop stays in a continual clean and tidy state.

### Hangar

I erected the 'Glider Status' board in the Hangar, to help track those niggling little faults, many of which are not detectable unless in the glider is in the air, like the tail wheel which continues to rotate after take-off.

Please make use of the board if you find anything on a D.I. or during a flight, please write it on the board so that I am made aware when I am next at the club. If its urgent then please notify the duty instructor and contact me so that I can arrange for whatever is needed.

### Gliders

Not a great year for accidents/damage to gliders, fortunately it was all material damage and no injury. That said it has cost the club a significant amount in insurance excesses, (before we consider the impact on next year's premium) and there is also the loss of income while the aircraft is repaired to consider.

The damage to the wing tip of the Grob 103 has resulted in the longest period out of service, mostly due to factors beyond our control. Lindner who are now the Grob agents score a zero for customer service firstly by not declaring at day one that the Grob 103 moulds had been destroyed, and secondly for best part of a 2 month delay in supplying the technical detail of the wing construction and furnishing the required glass, carbon and foam.

Our thanks to the folks at Usk Gliding club who came to John Gilberts rescue allowing him to make moulds from their Grob 103.

In general terms I am aware of a number of instrumentation issues in the club fleet and am working to rectify these. As at the last AGM the club had no serviceable spare instruments, meaning if we removed an instrument for service the aircraft was grounded for the duration.

We now have some spare mechanical vario's and I have also established contacts where we can get a speedy service on ASI's Altimeters.

Unfortunately this is not going to solve the zero errors we so often see on the PZL varios. In these instruments the zero is achieved by two very small balance weights made from a loop of wire (You can see it if you look into the instrument behind the label on the glass) It only takes one slightly heavy landing or a jolt on a rut to bend this wire and result in a zero error. I will continue to re-set the zero but until the club can afford to replace these instruments its likely the problem will remain.



## Technical Officers Gripes

### ➤ Hangar Rash

Keeping all of the club fleet rigged, reduces wear and tear but we still suffer minor damage from careless hangar packing.

I've updated the photos to show how the hanger should be packed so we should never find a glider in the wrong position, e.g. one of the Astir's facing the wrong way.

Please ensure each glider is on its marks not 0.5m away. A small error at the back and by the time we get to the Motor Glider it won't fit.

Don't try to pack/un-pack with too few people, as a minimum one on each wing tip, one on the tail and one by the nose.

A few months ago the k13 stored on the east side suffered a large scuff to its canopy, which I suspect was caused by trying to get the Astir out without first moving the 13 right out of the hanger, please be careful.

One of the k13's (sorry can't remember which one) has a minor bend to the tube behind the wheel which I believe to have been caused by it falling off of the hangar trolley, probably because this was pushed too far and rolled off of the concrete pad outside the Hangar!

### ➤ Tow out gear, and other junk left in the entrance to the hanger. Junk in the entrance reduces the clearances and leads to Hangar Rash.

If you use tow out gear please stow it carefully.

### ➤ Trailer fittings dumped in hanger

If you re-rig a club glider say after a land out, please ensure all of the trailer fittings are returned to the trailer.

### ➤ Canopies

I continue to see actions which could lead to major canopy damage almost daily e.g. arms in coats reaching through DV panels, lifiting on the DV panel cutout. Please think!!!

Canopy cleaning is still only performed when the canopy is very dirty. The materials, cloths to care for canopies are in the cupboard in the hanger and there are instructions on the door.

### ➤ Batteries and chargers

I continue to find batteries connected to the single output chargers. These over charge and shorten the battery life and hence should only be used on mega soaring days when we actually have 8 gliders in service, and hence 8 discharged batteries. Under more normal days when only part of the fleet is active please connect your discharged battery to one of the outputs of the three output charges. There is more detail on the note in the hanger.

## Question/comment from the floor

Rob Lockett suggested that the single output chargers should be removed since they were causing problems with battery life. This would be put to MH on his return from holiday.

## Membership Secretary's Report

Membership Numbers: There has been some confusion about numbers of members in the club. This should be a straight-forward matter but transferring from the old membership database to the new and comparing it with the accounts software data has raised a few anomalies such as people still listed but not actually paid up. Hopefully this will be completely resolved as the new membership year gets underway. Membership renewal forms will be going out by e-mail shortly and I would ask for prompt responses and prompt payment of fees. Anyone who is not on e-mail or who thinks that we may have an old or invalid e-mail address please let me know.

At present I have listed:

- |  |    |
|--|----|
| a. Full members                        | 99 |
| b. Youth and Junior members and Cadets | 15 |
| c. Social Members                      | 5  |

Within these totals we have 1 member on the "Wood" scheme, 4 on the "All Single-seaters" scheme and 5 on Fixed Price to Solo.

In addition there are two ex-members who have not joined this year for a variety of reasons but whom I hope to persuade to re-join this year or at some time in the future.

The disappointing aspect within these numbers is that there are a number of paid-up members who are not active, which means there is a strong risk that they will not re-join for the coming year. Notable among these are a number of younger members – a section of our membership that we should be strongly encouraging for the sake of the future of the club.

Recently we have had a number of new members join, but I know of one or two "old members" who have said that they will not be re-joining for various reasons. If anyone knows of other members who are teetering on the edge please let me know so we can try to drag them back and keep them with us.

For the coming year we should be aiming at:

- d. 20 new members (to boost our numbers and compensate for any unavoidable losses)
- e. Retention of as many existing members as possible
- f. Maximising the flying done by members as well as trial lessons etc.

A system for Membership Reward Vouchers has been set up to formalise the rewarding of members, for particular actions for the benefit of the club. This should be used for rewarding members who help out on commercial days, group flying events etc. but also for those who introduce genuinely new members to the club or who organise group events. Ask me if you want more information.

Name Badges have been produced and I have issued badges for most members (some members who I have not seen at the club for months have not yet had their badges printed – let me know if you haven't got yours) and also for visitors. The idea is that particularly when we have visitors and/or new members around it will help them to identify us and us to identify them. Hopefully this will encourage established members to treat those categories of people appropriately and considerately. I do not intend that wearing of badges should be compulsory. I know some members disagree with the idea and will not wear them; but I would encourage it for the reasons above.

Fees this coming year I think will be covered in Item 7. You will see that there have been some increases but also some reductions. Overall the objective is to ensure that the package is attractive and competitive so that we can attract and retain members, but at the same time it must produce enough revenue to maintain the club. There is a breakdown of the proposed fees at the end of this document.

I have proposed that Gliding Experiences should include 3 months temporary membership (as for Trial Lessons and Day Courses) as this will encourage even GE “punters” to come back, hence more flying fees and more chance of getting them to join. Please make this clear to GE visitors when talking to them. Before anyone has any bright ideas – it will NOT be permissible to buy a sequence of vouchers to maintain “permanent temporary” membership rather than joining as a full member!

The Press & Publicity role has been taken over during the last year by Adrian, but has had a lot on his plate so I have had a bit of involvement too. I will comment briefly on my contributions and then ask Adrian to add anything further.

We now have some display boards but need photographs to put on them and venues at which we can use them. Help required! Please let me have digital copies of any photographs that you think would be appropriate to reflect the clubs activities. We have one firm booking for the Fordham Vehicle Show (<http://fordhamvehicleshows.com/>) on 10<sup>th</sup> August but need more opportunities to show what we are all about.

I have written to 10 local schools offering to make a presentation but had a nil response so far. There are leaflets available for passing to people who might be interested in Group Flying Events. Please use them and distribute them as widely as you can. More can be printed.

In the past I have done presentations to various organisations including business forums, RAF Association, schools etc. Please look out for further opportunities and let me or Adrian know of any you find.

Adrian: commented that we need everyone to assist with generating contacts for groups and corporate events as this is crucial to our continued and future success

Finally: the club depends on members. The more **active** members we have the better our financial position and the lighter the load for individuals who are working to keep the club running. So everyone please do your best to help maintain and grow our membership base.

Description	2013-14	2014-15	
Full Membership	£340.00	£360.00	
Youth Membership	£170.00	£180.00	
Junior Membership	£60.00	£70.00	
Social Membership	£113.00	£63.00	
Reciprocal Membership	Free	Free	For members of clubs who do not charge us.
Day Membership	£8.00	£8.00	Guests and non-reciprocal pilots
Fixed Price to Solo (Adult)	£740.00	£630.00	Excludes membership
Fixed Price to Solo (Youth)	£370.00	£315.00	Excludes membership
Fixed Price to Solo (Junior)	£370.00	£315.00	Excludes membership
Ground school and flying instruction	Free	Free	
Re-joining Admin. Fee	£35.00	Free	

Trailer/Caravan parking (per month)	£27.50	£28.33	
Trailer/Caravan parking (per year)	£165.00	£170.00	
Wood scheme	£255.00	£243.00	
All single seaters scheme	£315.00	£300.00	
Winch launch	£8.50	£8.50	
Winch launch (Junior & Youth)	£4.25	£4.25	
Glider Hire (2 seater)per minute	£0.38	£0.40	
Glider Hire (1 seater)per minute	£0.38	£0.30	
Glider Hire (2 seater)per minute (Junior & Youth)	£0.19	£0.20	
Glider Hire (1 seater)per minute (Junior & Youth)	£0.19	£0.15	
2 seater off-site glider hire per day	£40.00	£50.00	50% if representing club in competition. Youth and Junior members free if representing club in competition)
Single-seater off-site glider hire per day	£30.00	£30.00	50% if representing club in competition. Youth and Junior members free if representing club in competition)
Gliding Experience	£45.00	£45.00	1 flight of about 10 minutes
Trial Lesson	£75.00	£75.00	2 x 10 minute flights or 1 x 20 minute flight
Day Course	£150.00	£150.00	Up to 6 flights or 1 hour flying time whichever is reached first.
Gliding Experience for Couples	xxx	£75.00	2 flights of about 10 minutes
Gliding Experience for Family	xxx	£120.00	4 flights of about 10 minutes, Further flights prorata.

**NOTE: Membership fees for 2014 are subject to Members' approval at the AGM.**

### Questions/comments from the floor

There were a number of similar comments regarding non responses from schools etc. Letters from the gliding club are likely to finish up in the 'careers' area of the school and may not be seen as relevant, and possibly why there had been nil response.

It was suggested that contact may be better made at the start of the academic year. Members were asked if they were able to obtain a significant name of a member of staff who could take our request forward to let DS or AT know. This should also be the case for promoting ourselves in the community at fetes, gala days etc.

Richard Robinson suggested that a regular 40's event be held annually not only for the club members but the local community would be worthwhile. AT thanked RR for volunteering to take this forward.

Paul Robinson asked whether consideration had been given to reduced fees to encourage membership; whilst the committee had considered this it had been decided not to take this forward at this time.

Jacques Loyez asked whether consideration could be given to pay membership by Monthly direct debit, this had been considered by the committee, whilst they understood the reasoning, it was felt that a member could stop paying at any time without notice and could jeopardise the club finances in the longer term.

Rob Lockett suggested writing to longer term lapsed members in an effort to entice them back.

'G' suggested that schools may need to see risk assessments for visits to the club; these were in place and could be offered to potential groups.

Andy Sanderson suggested that an approach to public schools in the area could be a viable avenue, however there would still be the issue of travel arrangements to and from the club.

### **Safety Officers Report**

In the last year we had a few problems which ended with damage to the club gliders.

This means that as the safety officer I am normally called upon to complete the accident report for the BGA which is required within 24hrs if there is substantial damage. Please make sure you keep your log books up to date as the BGA will require quite a lot of information from you regarding hrs etc.

It is in fact the responsibility of the P1 to make sure the report is completed and sent to the BGA. I will assist the P1 to sort out the paper work but I will need the co-operation of the P1/P2 and witnesses at the time of the incident to supply the information required. Filling in the report can take several hours if not days if Pilots do not take a responsible attitude.

I shouldn't have to tell you it is also a requirement in laws and rules to maintain your log books up to date. Remember if you fly at another site you may be required to show your log book, I for one would take a dim view if the log book wasn't up to date.

I have produced a list of what is needed; please read it. There is extra information in the Disaster plan next to the clubhouse phone.

I am dragging this out to impress upon you all that not only do we need to respond to the BGA quickly when we have an accident but we need to improve our internal reporting; there is a requirement by the BGA which states; to be able to attain the ATO accreditation we must have internal incident reporting in place.

There is an internal incident PDF file available on the web site, A4 copies will be placed in the club house entrance and launch vehicle; please use them. A typical scenario is: a visiting pilot, who has been to the site a few times, is allowed to use a buggy to retrieve a glider after it has landed on the track. The P1 tell the visitor with whom he is not familiar; to get going because another glider was on down wind.

The visitor then drives off at high speed which results in 2 old men having to run until they could stop the driver who wasn't looking around at the people with the glider and because of the engine noise didn't hear them shouting. The glider could have been damaged and had the pilot next to the fuselage tripped on the uneven concrete he could have been injured.

However the reason for this long winded story is that it wasn't the visitors' fault, the P1 should have explained what he wanted more clearly and the visitor should have had someone mentoring him on the use of the buggy when retrieving. This is the type of thing we require, it is not necessary to give names but it would be beneficial for the person making the report to give their name as it would help with follow up but I stress it isn't compulsory. These reports are internal not for the eyes of the BGA.

However it is part of the SMS we are required to set up for the ATO accreditation which comes into force in 2015.

### **First Aid**

I have asked Kaz to give us a short talk on the use of the defibrillator and recovery position. The committee has attended the briefing and we had an impromptu session a couple of weeks ago to try out the content, I would urge you all to think about sitting in on a briefing, let me or Kaz know you would like to participate and we will arrange other sessions during club days. The unit is easy to use but due to

the urgency required if there is a problem. It would be worthwhile familiarising yourselves with the apparatus and associated after care. The interactive briefing will last around 1 hour. I would like to achieve a spread of members during the flying week who would feel confident enough to use the apparatus.

#### Club Parachutes.

Parachutes, please be careful when using the parachutes we have already had to send one of the new chutes away for repair and I see that we have another which I believe has been pulled.

We have an older re-packed club parachute for sale. Price £230. Which is Negotiable?

#### **Winch Masters Report**

At the present time there is a problem with one of the Buggy's, the tractor requires a new alternator and there has been a problem with the PBR radio in the English Winch, all these are under control and will be resolved in the immediate future.

On behalf of the membership I would like to sincerely thank all the winch drivers for their efforts this past year. We have to remember without these volunteers we would not be able to fly!

I have a great team working with me who need special thanks one for putting up with my exacting standards and second for the time they have to put in to keep the kit up to scratch and fit for service. Jerry has continued to be my sounding board and fantastic at solving all manner of technical problems that seem to try and catch us out!

Brad has continued in his task of cable husbandry and to this end we have managed to get the very most of life out of the last set of cables. Without his efforts we would have had to change out the cables for a new set prior to the last winter.

Doug has toiled extremely hard to fill the volunteer slots for the winch driver rota. I know it is a thankless task and as normal I can only repeat his request for more volunteers to put up for training. I would also like to thank the members who have stepped forward this past year to help the winch team. That help no matter how small enables us to concentrate on other planned tasks.

Work on the German winch is progressing well. The engine and ancillaries are in and all working. We are at the moment completing modifications to all cowlings and the drivers area. Very soon we will be asking for volunteers to help with the final painting and we then will have two winches ready for service.

This year as far as the English winch is concerned has been a year of consolidation. The modified cooling system has proved to be a complete success. We have also cured starting problems caused by a faulty rev limiter. We have fitted an anemometer to help the winch driver and the paying on gear heads have been further modified and will be fitted with the new cables very shortly.

For the first 18 months of their life our current set of cables worked perfectly, however they then suffered major burning and ever since as I have said Brad has worked very hard to keep them in operation.

The cable problem gave the winch team the incentive to raise a number of initiatives. The first being a presentation by Brad on the positioning of the winch and how to retrieve cables following an incident. The second was a training session for all members on splicing. We had a very good attendance which was much appreciated.

Finally the team was given permission to replace our hand held radios as all forms of cable problems necessitate good communications.

We believe these initiatives will enhance the safety and efficiency of the field operation.

*Our target for the year was to have a winch available for all flying days, I believe we achieved it!*

The BGA has issued number of presentations for safer winching. I would urge all the membership to watch these as it certainly highlights a number of points that we are continually stressing!

One last point for the coming season to everyone here, please remember the winch driver is not Clairvoyant please give feedback , good and bad, this is the only way to end up with consistently good launches.

Last Friday we had a lot of early mist, so the members on site set to and cleaned the English Winch, the Jeep and the Land Rover etc. a good use of time to ensure that we work in a pleasant, clean and tidy environment.

Have a safe season and thank you.

### **Chief Flying Instructor's Report.**

#### The past year

Another year has gone by, but I can almost re-read what I said last year. I ended last time by saying "thank you" to everyone, because to repeat the phrase, we all operate as cogs in a larger machine, and we are all very dependent upon the large amount of work put in by others to support the actual flying; but every cog has its place. This is a theme that already has been reiterated in several different guises throughout this AGM! Any contribution that one person makes is something that helps, for instance moving gliders at the launch point is much easier with several participants, or driving a buggy to retrieve a glider, in many cases the "retrieve" can be organised before the glider lands (does it need a tail dolly? etc.), and the buggy might pursue the glider whilst it is still moving and so expedite clearing the runway. There are many similar tasks that might be addressed by a "launch marshal" role, but surely it is better if everyone is a little bit more proactive and does not wait for the instructor (or launch marshal) to ask.

Last year we had only 3 solos (the previous year there were 8) so I need to congratulate:

- Steve Faulkner
- Henry Fung
- Richard Hayhoe

I will also note that Dick Skinner and Dave Aherne are now "completed" instructors, so well done to them too. I had hoped that we would have another batch of new instructors this (coming) year, but lack of suitable course dates will probably delay that until the following year.

#### Evolution towards Europe

We need to start applying for EASA licences soon. There is an application form and guidance available on the BGA web site, and the advice (from Pete' Stratten) is to read the notes for section 1, then fill in section 1, read the notes for section 2, fill in section 2 etc. The other piece of advice is that you should include as many endorsements (aerobatics, aerotow etc.) as you need with the initial application, because they will be included in a flat fee, but adding endorsements later will cost extra.

As you all know, the majority of instructing is carried out entirely voluntarily by the team. It is a non-trivial task that requires commitment and re-training to stay current with the latest BGA teaching processes; and an instructing duty day can be a busy and tiring (note: **day** not **shift!**). And with the new

rules and regulations coming into place next year there will be more bureaucracy, form-filling and record keeping. As far as I am concerned, the instructors' role is to instruct and ensure that all flights are carried out safely and to an appropriate standard; remember that all flights by a non-self-authorizing pilot (one without a Licence or Bronze plus cross-country endorsement) may only be carried out with the explicit authorization of an instructor, from next year this will need to be written authorization, as well as the briefing.

Please remember that we cannot instruct if we are organising the launch point, retrieving gliders, filling in the log etc. So I can only echo what has been said already .... The more everyone helps, the more "instructing" you may receive.

### Safety

I would like to thank Eddie for his assistance, for bringing the documentation up to date and general safety vigilance and guidance. Safety is another topic that is not just one person's responsibility, so I would like to remind everyone to remain vigilant; point out problems (or potential problems) and if possible, suggest a solution.

### ABCD

For the last year or so I have been asking pilots to do a "control check" prior to getting in to the glider. I would now like to introduce "A,B,C,D" as a slightly more structured pre-flight check. To digress for a moment, I hope that everyone assesses the current wind direction, its strength, runway conditions, landing options, field conditions, circuit choices etc. as a matter of course some time in advance of their actual flight. Those are factors that affect in-flight decisions, whereas "A,B,C,D" is intended to help ensure that the aircraft is in a fit state to be flown (should you be committing aviation in this thing?). Does the Aircraft appear serviceable? This is not a requirement to do another DI, but a general assessment which can often be made as you approach the glider, by simply looking at its "lines" and for any gross defects (for example a flat tyre). If you approach the glider using the "long route" and do a lap of the circumference then you will get a better view. If it is early in the day, then has that glider been DI'd?

Ballast: Is it fitted? You do not want to launch without it if you need it, or with it if you don't! So before getting in, see it it's there.

Do a Control check whilst standing alongside the cockpit. From this vantage point you can see that the control surfaces are moving in the correct sense and are "full and free" in their movement. This includes the rudder where the pedals are easy to reach.

Tail Dolly: Is it still attached? It is not uncommon for tail dollies to be taken for a flight, but it can be quite dangerous to do so.

Now get in.

All of the above should add very little to your flight preparation time, and may help to prevent an accident or incident.

### Pre- and Post-Solo training

We have tried several initiatives over the years to encourage and assist post-solo pilot training. However the take-up and use of these has been minimal. Dennis introduced post-solo progress cards; so they have been available for many years, and can provide a skeleton syllabus of subjects to progress through. These are rarely used, and worryingly, it appears that quite a few long-standing club members don't even know that they exist.

My opinion is that pre-solo training is more like school teaching, where all necessary information is presented to be learnt. Post-solo instruction is more like college or university, where a pilot needs to find out and improve through their own research, experimentation and practice. As an example; there are several thermalling techniques described by different authors which you may learn "by rote" and follow precisely; but they are different, and an experienced cross-country pilot will adapt their



technique depending on the glider that they are flying, the conditions at that moment, and the task that they are attempting.

### Presentations

I can re-read what I said last year! Quite a bit of effort went into providing a resource that has not been used. There have been several additions during the year, but who has used them? This, like the lack of use of many other initiatives in previous years, is quite frustrating. To quote:

*"... I have been gathering various resources together into a "library". At the moment it is still a bit sparse but it does exist! This is located on the briefing-room computer under a top-level folder called "Library"; from there, there are sub-topics which broadly reflect the Bronze study areas. Most of the material is PowerPoint presentations, gathered from various instructors, which have been used as the background "slides" for talks. As such they do not form a complete course or self-learning package, because a lot of the explanatory description is not included, but they do form a starting-point or a means of refreshing your understanding of a topic; so please feel free to browse. Also, I hope that the reference material will be used by instructors to assist with ad-hoc discussions with one or two members who are trying to learn "a bit more" about these subjects. So, if there is no flying (for whatever reason) and you have questions, then ask the instructor to talk you through that topic. Please don't expect every instructor to be an expert on every subject, and similarly don't expect a full, professional presentation on your chosen topic at two minutes' notice, but the facility is there; so let's start using it! It is there for everyone, not just pre-bronze or silver pilots. I guess that most instructors would gain from the discussion too. ..."*

I have used these twice this year, and I suspect that is twice more than most instructors, but it is not entirely the fault of the instructors; If there is no-one at the club, apart from the people "on-duty", or if the few here are all instructors, then the incentive to start a discussion is very small! Once again: Be proactive; turn up on a less-than-ideal flying day and ask "what flying topics can we talk about", or scan through the library yourself and ask questions.

There is no detailed post-solo syllabus on the BGA web site, but we do have the post-solo training card, and the BGA "Training Progress Card" does include a list of post-solo topics, and the "BGA Gliding Syllabus" has a little bit more detail (but not much).

Another thing I said last year:

*"...Whilst on the subject of post-solo training; please fly with instructors more often. Don't look at a dual flight as being a "check flight" (and something to be avoided at all costs!), but as an opportunity to improve your flying skills, and avoid bad habits; for instance you might want to practice: "spot" landings, different landing techniques, side-slipping, field selection, thermalling technique, cross-country, use of energy, thermal (or cloud) selection. You might like to look at the further stalling and spinning exercises again, to get a better appreciation of the behaviour of the glider in different flight circumstances and to understand the limits of the flight envelope a bit better. There is no post-solo training syllabus to follow, but the training cards give a few topic suggestions. Just to underline the point: The instructors cannot help unless you ask them to. If you do get "out of check" then instead of just a quick circuit, why don't you fly for a bit longer and try to learn something new? ..."*

To underline that point: The role of the instructor changes, in the early flights the instructor demonstrates and gets the student to "replay" the exercises. This is teaching basic handling. Once all initial demonstrations are conveyed, the instructor then tries to improve those mechanical skills by commenting and re-demonstrating, but also starts to develop the judgement to deal with circuits and eventualities. At the same time, thermalling skills and judgement are taught and practiced (almost as a by-product) so that when solo, most pilots are also able to recognise and stay in a thermal. That does not mean that they are fully trained in thermalling and cross-country flight, and all pre-solo training deals with flights in local, known, repetitive circumstances. It takes some time and practice for a solo pilot to improve their technique and accuracy to a level that means that they can benefit from further training. The training required for cross-country flights is to cope with new and challenging situations.

No two cross-country flights are the same and it is almost impossible to determine if any decision was the “right” one because those circumstances are never repeated, so any training is now helping the student to make one-off judgement choices

#### The future

Eddie and Dennis are going to be running a Bank Holiday weekend course soon which we all hope will help pilots progress their skills. I don't expect that this will be “the” answer, but I hope the weekend will benefit those that attend and may help to define what we need to be doing differently, and our future directions.

Thanks to the instructors.

I am really just the “figurehead” here. The instructor team do a lot of hard work, and many of them are here doing so many days of the week, so “thank you” to all of our instructors; particularly Dennis and Eddie who keep us all up to standard.

#### Questions from the floor

Rob Lockett said that he was of the opinion we could do more for Post Solo pilots by way of more mentoring, this followed discussions that he had undertaken with some members. JA responded to say that there were Post Solo record cards available; also that Eddie Leach and Den Heslop were running a Post Solo course for members over the Easter weekend; however any mentoring was a two way effort with some needing more help than others.

#### **To consider and adopt the Income and Expenditure Account and Balance Sheet for the year ended 31<sup>st</sup> December 2013.**

Proposed by Doug Johnson and seconded by Tom Brenton. Carried unanimously.

#### **To consider and adopt the proposed subscription rate of £340.00 for the year 2013/14.**

Proposed by Leon Green and seconded by Jacques Loyez. The motion was carried but with one abstention.

It was also noted that Flying fees would increase to 40p per minute for two seaters, but decrease to 30p per minute for single seaters and that Trailer/Caravan rental would increase to £170.

#### **To elect or re-elect as appropriate the Directors of the Company/members of Executive Committee**

Members standing for election or re-election stood unopposed, and were:

President	Christopher Price
Chairman	Robert Godden
Treasurer	Andrew Booth
Secretary	Paul Foulger
Technical Officer	Mike Haynes
Site Officer	Clive Stacey
Membership Secretary	Dick Skinner
Winch Master	Martin Lawson

PF suggested that all be voted en bloc, this was agreed.

Proposed by Jacques Loyez and seconded by Tom Brenton

All the above were unanimously approved by members.

The following are committee posts appointed by the Executive Committee

Chief Flying Instructor	Jonathan Abbess - unchanged
Safety Officer	Eddie Leach – unchanged
Publicity Officer	Adrian Tills – Newly appointed.

### **Any Other Business**

AGM Format - PF suggested that for forthcoming AGM's all Officer reports would be sent to members at least two weeks before the AGM, rather than reading them out at the AGM. Officers could then give any Key Messages at the AGM as necessary; this would enable the time taken for the AGM to be considerably reduced. This was a similar practice to that of the BGA. All agreed that this format be implemented for the 2015 AGM.

Communications – Paul Rice asked why the BGA Executive minutes had not been posted up on the notice board since July 2013. PF had not received them and he would contact the BGA to ascertain why and to reinstate a.s.a.p.

PR asked if the Committee minutes could be distributed soon after the meetings had been held rather than after the next committee meeting. This would be discussed and resolved at the next committee meeting on 9<sup>th</sup> April 2014.

JA took the opportunity to thank the new committee member. We had many new committee members this (last) year and as CS mentioned, it can be a steep learning curve; so I think we all need to thank the committee for their work in the last year.

PF took the opportunity of thanking Paul Johnson, Tanya and Lucy Nunn for the provision of yet another magnificent spread; it was much appreciated as was the maintenance of the kitchen supplies and goodies over the past year.

### **Report by the Competition Director**

George Green gave an update of the 2013 Interclub League when Wormingford had come first in the East Anglian Area, and came a very close second at the Finals that were held in Bideford.

GG spoke of the arrangements for the coming year and had posted a notice on the board. Members were asked to put themselves forward either as pilots or crew as soon as possible. Tibenham had already arranged to host over the May Day Bank Holiday weekend and would fly over the three days (3<sup>rd</sup>; 4<sup>th</sup> and 5<sup>th</sup> May). ESGC would host over the weekend of 17<sup>th</sup> and 18<sup>th</sup> May.

## Presentation of Trophies

Chris Price the club President presented trophies as follows

<u>Pete Wilby ladder trophy</u>	-	John P Gilbert
<u>'Robbo wooden glider trophy'</u>	-	John Gilbert Senior
<u>'100km triangle'</u>	-	Andy Sanderson
<u>'Eric Richards 200km triangle trophy'</u>		John P Gilbert
<u>'Paul Foulger 300km Trophy'</u>	-	John P Gilbert
<u>'Bob Adams Tiny Triangle'</u>	-	Andy Sanderson
<u>The 'Jeff Cork Trophy' (longest handicapped flt)</u>		John P Gilbert
<u>Jerry Newbery Trophy (1<sup>st</sup> 300km)</u>		Mark Butcher
<u>Instructors Cup</u>		Richard Hayhoe
<u>Bob Ivermee Rose Bowl</u>		
<u>Members Cup</u>		Colin Woolf

SHELL UK LTD Trophy to commemorate the centenary of Bleriot's flight across the channel in 1909 & will be awarded annually to the pilot making the most enterprising flight..

This was presented to Rob Lockett for his flight in his Olly from Tibenham to Cornwall

Sodit Trophy No contenders this year.

The meeting closed at 21.40 hours.

PF 17/03/2014 (Revision 1)