

ESSEX AND SUFFOLK GLIDING CLUB LTD

Minutes of Committee Meeting held on Wednesday 11th April 2013 In the Clubhouse commencing at 19.00 hrs.

Present

Robert Godden (RG)	Chairman
Andrew Booth (AB)	Treasurer
Paul Foulger (PF)	Secretary
Mike Haynes (MH)	Technical Officer
Martin Lawson (ML)	Winch Master
Dick Skinner (DS)	Membership Secretary
Clive Stacey (CS)	Site Officer
Jonathan Abbess (JA)	Chief Flying Instructor
Eddie Leach (EL)	Safety Officer

In attendance

Jerry Newberry (JN) for Item 1

Accounting Procedures

Jerry Newberry gave an overview of the work he had carried out on assessing the logging system that is in place at Camp Hill. There were a number of questions particularly relating to security and safety issues. Members of the committee were asked to forward any questions they had on any issue to do with the system to Jerry so that he can raise them with Maurice Bent of Camp Hill. All present agreed that looking at the overview of the programme on line felt that it covered most of the things that ESGC required of an automated system, and that a month's trial is undertaken at the earliest convenience. JN to arrange with Maurice Bent once he has returned from holiday.

Whilst the trial is taking place Committee Members are required to look at the practical working of the system and field questions as and when they arise. The Committee thanked JN for his continued involvement with the project.

Approval of Minutes for 27th February and 11th March 2013

The minutes of both meetings were agreed unanimously.

Matters arising

Sidewall of Old Clubhouse – CS reported that a temporary storage area would be required to store the grass cutting equipment whilst repairs are effected to the side wall. The general consensus was that the repair would only be temporary as the general state of the Old Clubhouse was at the end of its life and thoughts to replace it with a container would be preferable in the longer term. It was suggested that contact with Dave Aherne was advisable as he may have a contact to obtain a container or two at little or no cost together with the transportation of same. **C.S.**

Planning Applications – It was agreed to hold back on this project at present until the new committee had settled in.

Insurance – Personal Accident – This was on going at present and RG would liaise with Phil Duffin the club's insurance specialist. **R.G.**

Secretary's Report

PF had already distributed meeting dates for the year up to April 2014. It was suggested that a flying week take place following the Interclub League, the Flying/Task week would take place from 29th July ending on Sunday 4th August 2013.

Minutes of 2013 AGM – Those present agreed that the unapproved minutes of the AGM could be emailed out to members as well as being posted on the notice board in the clubhouse.

Distribution of Committee Minutes – PF reported that it was his intention to email approved committee minutes to all members on email, following Adrian Tills report on communications. This was agreed as being the norm in future, as well as being posted on the club notice board.

Child Protection Officer – PF reported that with the departure of Graham Wright we were now without a nominated Child Protection Officer. It was agreed that PF approach George Green if he would take on the role, he already has a current CRB check and deals with the Cadets and therefore made sense to follow this route. **P.F.**

Technical Officers Report

For the most part I find the club fleet to be in good condition (thanks to Rob) but I do have a number of concerns, some are generic applying to all aircraft others are specific to one or other.

Instruments -The instrumentation in our gliders is ageing and we are starting to see failures/calibration/sticking type problems. To mitigate the down time caused by say a sticking altimeter being away for service I would like to purchase:-

1 spare ASI. (80mm)

1 spare Altimeter. (80mm {this may not be so easy to substitute due to differing panel cut-outs for zero knob})

On the electrical side things are more complex and less easy to provide backups due to the multitude of differing installations. But for the most part the failure of an electrical is not going to ground an aircraft. (For sure some people will complain if the GPS/logger is not working but is not going to stop it flying)

Bob has donated his old Cambridge M-Nav to the club which we can use a a spare electric vario but it comes with a specific panel cut out requirement which would preclude its substitution into different gliders, for instance it would not fit into the K13's

Electrical Installations - Generally the installations are pretty poor, leading to random failures mostly where cables have insufficient strain relief or mechanical protection. Back in Jan/Feb both K13s were completely re-wired and these should now be stable for a good few years.

To do this work takes many days and hence its now not going to be possible do a similar exercise on the K21 and the Grob until next autumn. For the single seaters I've not yet had a chance to inspect and form a consolidated picture.

Batteries - Continue to be an issue with the often heard complaint "the radio is not working" being the consequence of a flat or ageing battery being installed at the start of the day, which goes flat in the space of a couple of hours. To compound the problem; One of the time switches on the chargers had gone faulty resulting in 1/2 the chargers never switching on. For now all of the chargers are being controlled by one time switch. The initial charging voltage (before switching to float charge) on several of the charges seems excessively high this is going to shorten the life of the connected batteries.

In the long term a more harmonised charging solution which only charges batteries when they need it would preserve the batteries but could cost hundreds of pounds. As the batteries are only circa £20 we can destroy a lot of batteries for the money.

The volt meter on the charging rack had no load so at best only gave an indication of a defective battery when its totally discharged. Jerry had gone part way to resolving this by fitting a 3.5mm jack to the side, I have now added a 6W bulb to this jack giving a nominal 0.5A discharge. Over the next couple of weeks I'll subject all of the batteries to a discharge test, looking for no less than say 11 Volts after 6 hours of discharge at 0.5A (A new 6 Ahr battery should do 12 hours at this rate). Any which fail the test will be replaced. Currently I have 2 batteries which I know are end of life but we should expect to purchase maybe 4-6 in the next few weeks.

K21 - This glider is has just completed its ARC renewal and should have gone back into service today 17/4. Two electrical issues remain;

S-Nav -This instrument is with Dickie Feakes for service and has been since January. Despite chasing him on a regular basis I still have no expected completion date. If Dickie doesn't confirm a delivery by week ending 20/4/13 then I take Rob Nunn up on his offer of a spare L-Nav for the beginning of the soaring season

GPS-Nav - The GPS-Nav device appears to have developed an internal fault, this manifests its self in two ways.

i) LCD's report -LCD Connection problem during power up self test.

ii) The device appears to navigate but the distance to and bearing to a waypoint remain static numbers for the duration of a flight. For fault i) this can be promoted/cured by a tap on the instrument so maybe just a bad connector/dry joint, I'll investigate rather than send to Dickie. Its not clear if ii) is actually i) but occurring after the power up self test, since if you cannot communicate with the LCD's correctly you'd expect the display to freeze

K6CR – Whilst this was a non urgent repair although it appear the repair required was of a structural nature MH would clarify whether or not there was a need for an 'Approved Complex Repair' submission required. **M.H.**

K13 "C Repair - Richard Kimberly has completed the repair to G-GDVB and this aircraft has been returned to service.

Grob Acro - The Arc expires shortly (sorry the exact date is in the office) expect this to be taken out of service after we return the K21 to service on 17/4/13.

Flight Manuals for Club Gliders - MH reported that Flight manuals for club gliders would be made available on the club computer in PDF form in the near future.

Chairman's report

RG told the meeting of the actions that had been taken to cover the bookkeeping role following the departure of the previous incumbent. Time had been of the essence and it was envisaged the hours required would be significantly lower than had been the case. Logging systems were being looked at with a view to cutting down on the time taken for the recording and transferring of data etc. At present it was difficult to quantify but it was thought that the cost for the current year should be no more than about £4,500 for the present role, but there could be added 'one off' expense when introducing a more automated system that talked to Sage satisfactorily, thereby cutting down even further on the time required for the 'Bookkeeping' Role.

Chairman's Outlook -

I see the chairman's job as being very challenging with most current issues emanating from external events. Behind the more obvious effects of the weather the continued flatness or slow growth at best in the economy is threatening revenues from Commercial flying (which in good years accounts for about 30% of our revenue) as well as the flying revenue generally.

Impending changes in the instructor licensing regime and the associated EASA driven rules regarding Authorised Training Organisations are also demanding attention especially as, in line with what passes nowadays for strategic thinking, the desired result is announced first and the logic as to 'how' and 'when' to implement comes a distant second, the 'why' in many cases having become almost irrelevant. In all seriousness we shall be doing our utmost alongside other BGA clubs to ensure that our training regime is preserved.

The unpredictable weather patterns, exemplified so much during the past twelve months or so, turn our attentions to maximizing flying days both by runway utilization / maintenance and maybe by being more flexible in choosing flying days, another idea which will be developed. We need also to expect more of the same, build reserves if possible and be careful on expenditure.

I would like to see the running of the Club broadened so as to involve more issues and developments as well as jobs being dealt with by smaller groups of members or by individuals who then make recommendations to the Committee rather than having most issues debated and decided by the Committee all the way through. An example is the work currently being done by Jerry Newbery on launch point generated information systems.

Maybe members could volunteer to assist a Club Officer in their role either generally or specifically, for example by taking off the buggy maintenance role from Clive Stacey, now Site Officer. There are a few jobs on the airfield which would benefit from someone taking them under their wing such as mowing the grass around the Clubhouse and periodically clipping the hedgerow around the entrance. Many hands and all that !

We shall be looking at developing the opportunities for post solo pilots in line with a current BGA initiative. It must be said however that any avenues that might be opened cannot replace initiative and motivation on the part of the pilot. In this vein it is good to see the revival of the Inter Club League competitions headed up by George Green and Dave Aherne. On the face of it there are five competition weekends in the offing so try to go along at least for a day even if not participating as pilot.

All in all I hope for a period of regeneration. We have a largely new committee with plenty of ideas so let's see where we can go.

Membership Secretary's Report

Having just taken over this role at the same time as membership renewals are due, I cannot claim to be fully up-to-date on all matters.

A substantial number of members have renewed their membership, completed their renewal forms, paid their fees and where necessary updated their medical records. There are still quite a number who have not done so. My gentle prodding on the burble room will shortly be superseded by more direct approaches with the threat of being on the "No Fly" list if things are not brought to a suitable state of affairs by, I suggest, 30th April.

I will try to have more precise figures available by the meeting, but as things are changing daily there is not much point in including figures here.

I have drafted a provisional replacement for the rather complex membership application/renewal form and circulated it for comment. I believe that I have included all the elements of the old form but hopefully in a more user friendly, 2 page format. I have received only one comment ("Ask for previous occupation if retired") so I assume that everyone else is happy with the proposal. In that case I will try to introduce its use for all new members from now on. If any new software is introduced in due course this may require some further adaptation but we should have a simpler format to use as a starting point.

I have also drafted and circulated a list of different Membership Classes and Entitlements. The objective is to have a document to which we can refer such that everyone has a clear understanding of who is entitled to what. Again the response from committee members has not been overwhelming: i.e. zero, so again I assume that there are no points of disagreement. I will post a copy on the office wall for reference as and when required.

If anyone has not received these documents, or has, but has not yet registered their comments, please let me know.

Finally, my thanks to Paul Rice for his assistance in handing over/taking over this role. If I can ever develop my knowledge of the membership to match his I will be well pleased.

Membership Criteria – All present agreed the document that describes all forms of member categories.

Membership Application Form – All present agreed the amendments to the application form which would now be used with immediate effect for new members.

Site Officers Report

Hello to every one. For my first report, I have a number of ideas buzzing around in my head, that's because there's not much in there to stop them. From the outset I hope to build on the sterling work carried out by RG my predecessor. I don't think there are any major projects still to be done, so I would like to concentrate on the tasks that maybe we all take for granted.

I aim to look at the long term drainage of certain areas of the airfield. All I can do at the moment is to collect some information and projected costs, but wouldn't it be nice to have an all weather strip?

I would like to improve the quality of the existing landing areas, trailer parks and camping areas, and improve the access to these areas.

Also to improve the general visual image the site offers. Complete the hedging to the southern grassed perimeter and add short hedging sections to contain parking, vehicular access, trailer parking and MT shed access.

Investigate the feasibility of cutting our own grass using either the tractor or the buggies or both with the aid of some additional grass-cutting machinery. If we can save approximately £1700 a year, that's more money to spend on the land we take off and land on!

Lastly, put in place a regime of accommodation refurbishment and maintenance. It's our club lets keep it nice, light and airy.

Now very, very lastly - purchase a temporary garage type store so that we can move all the current grass cutting machinery out of the old clubhouse trailer so that repairs to the clubhouse trailer can start. It can be utilised as a machinery store after.

Gas Tank – CS will contact Avanti regarding queries regarding the Gas Tank and maintenance etc, **C.S.**

Gully above front doors of Hangar – CS had cleared the area and found that there was no drainage to the Eastern end and was looking at ways to rectify this to ensure that there was adequate drainage at both ends of the gully. **C.S.**

Winch masters Report

The English winch has been suffering from intermittent starting problems between launches. All indications pointed to the gas supply but the problem subsequently appears to have been the rev limiter. Once this unit was changed the winch has run without fault.

Following discussions with Skylaunch revealed that these units have been prone to failure and a new manufacturer is now being used. The failure of the unit appears to be after it has been doing its work for a period of time ie saving the engine from over revving.

An exhaust gas analyser was borrowed from Skylaunch to test the English winch engine's fuel to air ratio. Tests showed the engine to be very slightly on the rich side of optimum, which is just right for our operation, giving us maximum power.

The German winch engine has been fully rebuilt and test run by the engine builder Realsteel. Shortly the engine will be collected and the process of reinstallation will begin.

A safety warning has been sent to all winch drivers regarding the fact that the farmer has planted potatoes on the North side of the runway and the problems that will result.

The cost of the rebuilding the 'German' engine is circa £1,650 or at a cost of 2 launches per member.

In order to keep pace with the mechanical aspects of launching, i.e. buggies, Jeep, Land Rover etc, there is a need for another role on the Committee and the title of 'Ground Equipment Manager' would cover these items. RG to speak with Adrian Tills to advertise the post in 'On Circuit'. **R.G.**

Safety Officer's Report

EL had observed a number of issues he felt should be addressed as listed below; The most important issues were No's 3; 8; 9; 12; 14; and 15 from the list below were seen as priorities. Also an Earth Lead was required in order to earth a vehicle when refilling with gas. First Aiders are required although we already have 2 we do require more and will get Adrian to put into 'On Circuit'

1. Update club safety documents on website and disaster plan in clubhouse. Do we need to do/ re-do risk assessments?
2. Sign at the start of trees on north side along side the peri-track to warn of gliders landing across the track. Facing: towards the West on edge of new trailer area?
3. Brief/re-brief on launching especially to newer members and cadets not to run launch until trained sufficiently. (Running wings, when to indicate all out, correct use of radio and signals)?
4. First Aiders required do we have a first aid seminar at club for interested parties? (Does the club need insurance for first aiders)? Replenishing the first aid boxes.
5. Gloves and goggles for filling gas vehicles. (Training: how to fill vehicles safely).
6. Warning sign on gate as you enter compound. (Wear eye and hand protection provided LPG can cause burns if it comes into contact with the eyes or skin.)
7. Gas compound to be cleaned of unnecessary material and grass/ honey suckle cut back.
8. Test the electrical installation in the gas compound. (The electrical supply and earth connection is classed as our equipment). .
9. Yearly inspection contract on the gas boiler/cooker/shower block.
10. Collecting Trial Flights: If the BI is busy do we have a nominated person to meet and greet.
11. Buggy driving training / mobile phone/radio use banned whilst moving.
12. PAT testing of the appliances in the clubhouse/MT shed.
13. Do we move the wind sock position and visitor car park?

It would lessen the chance of a wing coming into contact with the pole due to gliders drifting in X winds.

During very wet periods this could also give us room to negotiate around the very wet grass area in front of the clubhouse/ hanger by using the peri-track, when retrieving gliders after landing on the slightly higher and dryer area on the north side of the landing area. Also any gliders being towed from the new trailer/rigging area would be able to use the track.
14. The wind sock pole requires a counter balance.
15. Electrical test of the Clubhouse/MT/ shed installation.
15. Fire alarm/emergency lighting testing.
16. Fire extinguisher contract/training?
17. Do we need a security system in the clubhouse/MT shed?
18. Is a power/water supply required on the new trailer park?

Chief Flying Instructor's Report

JA reported that the shortage of instructors may mean that only one instructor is "on duty" at the weekend. This will reduce our ability to cope with both Trial Lessons and member training, and we will have to rely on other instructors volunteering to help more often. This will be a problem on good soaring days when most instructors will be flying their own gliders

Treasurer's Report

AB said that to commence his new role he was in the process of preparing the following:

Forecast Profit and Loss A/c for the upcoming flying year

Forecast Balance Sheet for the upcoming flying year

Budget Proposal, broken down into appropriate sections etc.

AB will be looking at past data to formulate some of the figures but it will be more than helpful if each section can furnish AB with their anticipated expenditure either fixed or anticipated together would like, should be forwarded to him a.s.a.p. **ALL**

The role for the Treasury would be split between Bookkeeping and Treasurer, which had not been the case previously, there was a steep learning curve for both parties concerned.

There being no other business to discuss the meeting closed at 22.15 hrs

Date of Next

- Wednesday 22nd May commencing at **19.00** hours

PF/19th April 2013