

## ESSEX AND SUFFOLK GLIDING CLUB LTD

### **Minutes of Committee Meeting held on Wednesday 22<sup>nd</sup> May 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
Dick Skinner (DS)	Membership Secretary
Clive Stacey (CS)	Site Officer
Jonathan Abbess (JA)	Chief Flying Instructor

#### **Apologies for Absence**

Martin Lawson (ML)	Winch Master
Eddie Leach (EL)	Safety Officer

#### **Approval of Minutes for 16<sup>th</sup> April 2013**

The minutes were agreed unanimously by those present.

#### **Treasurer's Report**

AB took those present through a very detailed proposal of the budget for the coming year. Whilst many of the headings were the responsibility of the 'Committee' a number of expenditure areas had been allocated to Committee Roles. AB told those present that it was going to be a difficult year and hoped that the weather would buck up to improve income from both members and visitors alike. After some discussion members were asked to look at their allocated areas and to report back to AB with any differences/comments regarding the proposals made in order that the committee as a whole could approve the budget at the next meeting. **ALL**

The current bookkeeping arrangements were going well at the present time.

#### **Matters arising**

Sidewall of Old Clubhouse – CS reported that there was a lot of miscellaneous goods in the area, some of which belonged to members of the club. A note would be put up on the notice board and on the burble room to the effect that many of the items appeared to be rubbish and would be cleared out in the near future, at the same time there were a number of items in the main hangar, that would be discarded unless claimed and removed. **C.S.**

CS would again speak to D Aherne regarding the possibility of obtaining a suitable container to replace the current facility.

Gulley at Front of Hangar – CS reported that no progress on this issue had been made as yet and is in the process of seeking further advice

Site Upkeep – CS reported that Graham Banning had offered to be Chief Grass cutter and the effects of this were already noticeable. Hedge planting was proceeding albeit slowly.

Insurance – Personal Accident – This had now been renewed.

Child Protection Officer – PF had approached George Green who had agreed to take on the role.

Progress with Bank of Scotland – The current situation had been most unsatisfactory, however PF had been assured that he would have internet access to the club account by the end of May. Once this was achieved, the Chair, Treasurer would be put forward for full access and the bookkeeper would be put forward for limited access, i.e. for the payment of bills that had been authorised up to £5,000 and to see the account to verify payments made etc.

Accounting Trial – PF had been asked by J Newbery whether the 'Camp Hill' trial was still required; as far as those present were concerned it was thought that the trial would be going ahead once the author was fit and well. PF had been using a logging system which had been created by R. Nunn; one or two glitches had been sorted and had been found easy to use. RG would ask J Newbery if he would head an IT group to look at all options available for a system that was suitable for the requirements of ESGC. Some members of the Committee were beginning to have serious doubts about the Camp Hill programme; these were mostly security issues and the fact that the trial was slow in being implemented owing to the indisposition of the author.

**R.G.**

## **Technical Officers Report**

Instruments.- Dickie Feakes has repaired/fixed the S-Nav for the K21 but we ended up paying again for a new display module. When Cambridge went into liquidation there were no displays available Dickie and his partner in the US entered into a low volume deal with the LCD manufactures, but there is no warranty.

No progress on sourcing spare Instrumentation.

Electrical Installations -ASF27 is now blowing main fuse,

Batteries - One Charger has been removed from rack as defective. I have now tested the capacity of about half of our batteries and found these to be satisfactory. Purchased 5 new batteries @ £14.00 each, Currently 2 of these have been put into service so have 3 spare pending completion of the capacity checks.

K21 - As above S-Nav replaced. I fixed internal crip issue in GPS\_NAV now functions OK!

K6CR - Have spoken with Jim Hammerton (BGA Chief Technical Officer), regarding the repair to be made. This repair constitutes a complex repair since it affects the alignment of the tail plane. Now I am more aware of the process the repair needs to take I will discuss with Paul Rice and a suitable senior inspector; in order to agree a suitable repair scheme.

Grob Acro - Damage to the rudder has delayed the renewal of the Arc on the Grob. John G has completed the repair and the rudder is now re-installed, expect to return to service this week.

SF27 - The rudder of the SF27 has also been damaged although its not certain if this was ground handling or glue failure in the rudder. Paul has completed the repair to the rudder and this is re-installed on the aircraft.

The SF 27 has developed an intermittent short circuit which is blowing the main battery fuse I hope to look at this before the meeting today 22/5/13.

## **Chairman's report**

New Committee Post – the following will appear in the next edition of “on Circuit” :-

### Club Ground Equipment officer

*The Committee are to create a new post to ensure the requisite level of attention to maintaining our vehicles and trailers and invite members to volunteer for this important function. Please approach any Committee member to advise of your interest.*

*The new post will carry responsibility for organizing the budgeted maintenance of Club vehicles namely, Club Trailers, launch point trailer, buggies, tractor, land rover and Jeep. Including all running gear and towout equipment but excluding radio equipment.*

*It would be expected that the responsible member would recruit one or more additional nominated members to assist in this function.*

Employers Liability Insurance – has been renewed at expiring cost and the Certificate is on display as legally required.

Variable Flying Days - I would like to move this item on and seek the views of the Committee. As I see it, considerations include generating a list of those club members who want to be part of the arrangement / a format for deciding on days and advising members / system for agreeing who will be duty instructor and winch drivers / need to afford one day a week dedicated to commercial flying only.

## **Membership Secretary's Report**

RS reported that of the 123 members on record there were 98 'Full' members of whom 75 had paid their membership so far. He was still chasing the defaulters with some progress on the issue.

RS was still in the process of developing the 'Rules of Membership' so that there is clarity on all fronts.

## **Site Officers Report**

Domestic Boiler Replacement and Service Contract. -I have requested and received two quotations for this work. The first from S. Beck Plumbing and Heating Ltd, of White Colne, Essex, and the second from Assured Heating Essex, of Chelmsford, Essex.

Boiler replacement. Both parties are planning to use The Worcester Groups, 28CDi LPG combination boiler, will dismantle and remove from site all redundant equipment or materials. Adapt as necessary all existing pipe work to accommodate the new boiler. Fit an incoming mains water filter, complete all necessary electrical connections. On completion fill the system and introduce a central heating Inhibitor. Both parties are Gas Safe registered and will provide a certificate on completion.

I briefed S.Beck; on the clubs requirement but not Assured Heating; this was undertaken by Andy Booth. It was necessary to go back to Assured Heating to ask them to include for the supply and fitting of RTVs (radiator thermostatic valves). This was required to provide an adequate means of control to the various different locations in the clubhouse. Also to ensure the quotes came in on a like for like basis so it was possible to measure one against the other

S.Beck does not operate a chargeable service contract scheme, but attends on a next day basis and charges for time and materials used.

Assured Heating does operate a contracted scheme at £14.80 per month or £177.60 per year incl of vat, plus Time and materials used.

Quotation price.            £2382.66 incl. VAT.        £2139.85 incl. VAT.    Difference between them - £242.81 or 11.35%

There was little difference in the cost and those present felt that S. Beck being more local would probably be the best choice. There were still one or two queries on both quotations and a decision would be made at the next committee meeting. **C.S.**

### **Winch masters Report**

Nothing really to report except the German winch engine is back on site and the refitting process has started. As Jerry and myself will both be away for 2 weeks please take care of the kit would be my message to all!!!!!!!!!!!!!!

### **Safety Officer's Report**

In the absence of the Safety Officer there was nothing of significance to report

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

I am about to release the latest "Flying Orders" document. It is being checked by Dennis and Eddie at the moment.

- We have had one solo recently.
- We experimented by filling in blank sheets for use as a student record retained by the club. Dennis has now printed some "daily record" sheets which have a similar format to the BGA student record cards. These are a significant improvement, and seem to be working.
- Thanks to Dave Aherne and George Green for organising the first inter-club league weekend at Tibenham.
- There was an accident/incident reported at Tibenham that weekend for one of our gliders.
- I expect to arrange for two of our club members to go on a "B.I." course soon.

### **Secretary's Report**

John Bone had asked about situations where a voucher had been lost It was agreed that Vouchers from ESGC could be identified and had already been paid for, these situations would be accommodated; however where the voucher was from a third party then there would be a 'no fly' policy, since without a vouch we could not reclaim the monetary value from the supplier.

### **Any Other Business**

- Cadets – PF was concerned that there did not appear to be a structure for new Cadets, whilst they were willing, there needed to be some supervision in what was expected of them when attending. Some sort of record card outlining the jobs they should be doing without being asked needed to be provided. RS, with input from JA and George Green to come up with a suggested record.
- Winch Drivers – Instructors and Committee members were to be encouraged to ensure solo pilots were trained to become winch drivers where appropriate.
- Ground Handling – Clive Stacey suggested that Ground Handling Record Cards be reintroduced to all members and completed in an effort to be more safety aware. Agreed by all present. PF would print some off and they would be available as from Friday 24<sup>th</sup> May 2013.

There being no other business the meeting closed at 20.10 hrs.

### **Date of Next Meeting**

- Wednesday 19<sup>th</sup> June 2013 commencing at **19.00** hours

PF 24<sup>th</sup> May 2013- Revision 1