

ESSEX AND SUFFOLK GLIDING CLUB LTD

Minutes of Committee Meeting held on Wednesday 9th April 2014 in the Clubhouse commencing at 18.50 hrs.

Present

Robert Godden (RG)	Chairman
Andrew Booth (AB)	Treasurer
Paul Foulger (PF)	Secretary
Dick Skinner (DS)	Membership Secretary
Clive Stacey (CS)	Site Officer
Jonathan Abbess (JA)	Chief Flying Instructor

Apologies for Absence

Martin Lawson (ML)	Winch Master
Mike Haynes (MH)	Technical Officer
Eddie Leach (EL)	Safety Officer
Adrian Tills (AT)	Publicity Officer

Approval of Minutes for 19th February 2014

The minutes were agreed unanimously by those present.

Matters arising

Loft Hatch – On-going

C.S.

Double Cross sign - On-going

C.S.

Warning sign for North Peri Track – Ongoing

E.L.

Risk Assessments – Ongoing

E.L.

Website – A request from John Bone requested that a note to purchasers of Trial Lessons etc informing them of what would happen next, i.e. receipt of vouchers and other info through the post. At present they were unsure of what to expect and Lyn Bone was receiving phone calls asking the questions. DS to follow up.

D.S.

Planning Permit for Motor Glider – Alan Bilby had introduced a work colleague to advise on applying for permission for using a TMG as a permanent situation for E&SGC. The main reason for this was to accommodate the new training regimes required as a result of the EASA regulations. RG had been in touch with Jane Seely of the Local Planning Office who had been very helpful to us over the years, although she and an environmental planner could not be involved in any Noise Tests, she would welcome the opportunity for them to visit to look at the operation. With regard to Noise measurement readings these could be undertaken by club members who were sufficiently qualified to do so. A discussion on the operating hours that may be required was discussed and it was agreed that it would be advisable to ascertain what restrictions were in force at Earls Colne airfield. RG would approach Simon Barnes to find out.

R.G.

Annexe 2 Gliders – At present it appeared there were very few club members who may have difficulty with future medical requirements where an Annexe 2 glider would be of advantage. However JA informed the committee that there was an Olympia 463 at Tibenham that was up for sale, although it had not been flown for several years.

It was suggested that J Gilbert be asked to inspect the glider and if it seemed worthwhile then to undertake a CofA and if it was found to be an unviable proposition, then it would be returned to the current owner, with E&SGC bearing the cost of the full or partial CofA and any work undertaken.

Membership Secretary's Report

Membership Status:

I currently believe that we have 65 members (various grades) who have paid up for their 2014-15 membership. There are a further 36 who have not paid but who I believe will pay up (i.e. established members who have not got around to it yet). This makes a total of 101. In addition there are some "doubtful" members who may or may not join again. I will be giving them a few more days and then trying to contact them to find out what their intentions are.

We have lost a few members including Tim Forsey, Phil Shute and Linda Findlay. There are a number of other names on the accounts list who I do not believe are actually currently flying. These include a number of Junior and Cadet Members.

Gliding Experience customers.

These are now being given 3 months temporary membership. I see no disadvantage in this provided that it is not misused by the repeated purchase of such flights in place of joining the club. I will be circulating the instructors to ensure that they are aware of this policy and make sure that punters are advised accordingly.

Annual Fee policy.

I intend, from now on, to charge new members on a pro rata basis so that they are paying up to the end of the membership year and will be due a full year's fees on 1st April 2015. This will eliminate some confusion that has arisen with recently joined members who, reasonably, thought that had paid up for a year from their joining date and therefore would not receive any further demands for 12 months. -

Agreed

Badges.

These have had a very mixed reception, possibly partly due to the poor quality of the badges themselves. We need to decide whether to continue with this; to continue with better badges (more expensive); to introduce some alternative identifying method or to drop the whole idea. – **Agreed to drop the idea for the present**

Two-seater availability:

I am concerned that we do not yet have the Grob back and the K21 is due for its ARC. We also have a number of busy group days booked. I think we must encourage Johnny to complete the Grob and Paul to complete the K21 ARC as quickly as safely and practically possible or we may find ourselves with busy days and insufficient gliders. RG to ask J Gilbert for a date of completion, preferably as early as possible.

R.G.

AB to talk to Paul Rice regarding expediting the K21 ARC.

A.B.

Matters raised by John Bone.

- Website: Customers purchasing vouchers are not given a clear indication of what will happen next (i.e. they will receive further information by 1st class post). This needs to be addressed. I propose that Dennis be asked to address this and to improve the visibility of this message on the site.
- We are short of bookings, and we have ceased using Activity Superstore (I don't know for what reason but I believe Paul Rice may know more.) They don't pay well but they do bring in customers and are amenable to booking batches of 6 at a time for us which helps our admin.
- I propose that I approach them and try to re-instate our relationship – Agreed by those present
- 0900 starts for trial lessons do not work. Most people offered such a booking say that they can't make it that early and therefore want a pm slot. This means we are oversubscribed pm and short of customers for pm. John would like to revert to 1000 starts. If this is accepted I think we must insist that the airfield is set up in sufficient time for a quick start as soon as the punters arrive.- Agreed by those present

Secretary's Report

Following the recent AGM it had been requested that Committee Minutes be circulated more quickly. Those present agreed to give their OK of minutes as soon as possible after receipt (normally 1-3 days after a meeting. They would then be circulated within 10 days of the meeting to members.

Technical Officers Report

In the absence of the MH there was nothing to report.

Chairman's report

The Chairman had received a letter for complaint from a member regarding the behaviour of another member. RG had progressed the matter with meetings and a verbal warning had been issued. A response agreed by the Committee would be sent to the complainant in the next day or so. All correspondence filed in the Confidential File

Site Officers Report

Club House Porch. The rotten window frame has been removed and disposed of. A local carpenter/joiner has been approached and agreed to manufacture a replacement in return for Glider Experience for two teenagers and possibly one adult, i.e. Simon Cousins. The window frame has been delivered and awaits anti-rot treatment and install before final glazing. Prior to this some refurbishment of the structure is necessary. The porch required urgent action as it was falling away from the club house due to poor anchor points when first erected.

Security to container and MT shed. Materials have been purchased to fabricate a secure wire way to this system. A method of attachment to the container has been completed. The work will continue to a satisfactory conclusion and commissioning.

New matters actioned or arising.

The club recently completed the purchase of our first full size grass cutting machine and with adaptations to the tractor, the machine has already been put to good use. A team of 8 Elite Grass cutting operatives have been selected to share out the cutting duties.

Two other members have been added as reserves. It is intended to restrict these operations only to this group as there is a risk of injury to the operator and damage to the equipment and tractor. Training has been given and feedback will be circulated within the group to maintain an element of currency of up to date knowledge.

The next task is to purchase a suitable diesel storage facility, equipped with a hand pump to make the task of dispensing fuel easier. It will not be necessary to limit diesel dispensing to the grass cutting group. I have been liaising closely with ML on this item.

I have now taken delivery of a quantity of CAT5e cable to support the activities of MH in the improvements to the IT system.

The eastern face of the sight screen hedge has been trimmed back in an effort to encourage a thicker growth. My thanks to DS and Ken Ward for their support in this arduous task. The outstanding item now is to render it down to chips for composting. It is hoped to add this mulch to top soil and sharp sand to infill some of the hollows in the field and lay the basics to improving the durability and quality of the grass field.

The shower and toilet block will soon be de-winterised. This facility is also in need of some refurbishment, doors and doorframes are rotting.

Safety Officers Report

Parachute: haven't received any offers from club members, will advertise on glider pilot net.

When is the clubhouse gas service due?

I will arrange for the electrical test of the gas compound.

Clubhouse electrical testing has commenced.

CFI's Report

Nothing of significance to report

Treasurer's Report

Budget Status

I have inputted the figures from the year-end trial balance into the budget spreadsheet that were used for the 2013 accounts. Using these actuals and my projection of the 2014 income and expenditure, I have prepared a draft budget for 2014. If we come in line with this draft budget, the result for 2014 year will be a loss of £1,800, which is slightly increased from last year.

I am proposing the committee approves this budget for 2014, which I believe represents a realistic assessment for the coming year

Turnaround initiatives

Here is my assessment of the progress against the 4 turnaround objectives

- Objective 1 40% more TL's (value £11,000)

We have told J Bone he can book more TL slots. It is too early to report on how this is looking and whether it will be incremental business or replacement for the Monday commercial flying. We have not opened up evening TL's because of a lack of members willing to support this.

I estimate this will net ~£1,000 additional income vs. 2013

- Objective 2 10 more Group events than usual (value £4,500)

We have bookings so far for 2014 that look similar to the overall number of people/events delivered in 2013. We do not have a volunteer group leader and we are also struggling to man the existing events. 10 further group events this year is looking infeasible to both lead and man.

I estimate this will not net any additional income this year

- Objective 3 20 more adult members than 2013 (value £17,000)

Dick is best placed to comment on this. My view is that based on the ins/outs I have seen so far, I suspect that membership numbers for 2014 will be the same as 2013. I have therefore not included any increase in income from this objective yet in the budget

- Objective 4 10% more member flying (value £3,800)

Too early to report on this item yet. The weather for the first three months of the year will not have helped but we are certainly improving on our start times and making best use of the facility.

My view is that with the current level of commitment from club members, we should postpone all active effort this year on objectives 1, 2 & 4 and concentrate only on objective 3. If we were successful on delivering 20 more adult members, this will be an enabler (next year) for all of the other objectives we would like to deliver.

Any Other Business

Group Events – PF would make contact with Kaz Fuks with a view to taking on the Group Booking Role

Funding Opportunities RG recommended that we look at funding opportunities available and to include as part funding retrospective spending. Main areas to consider were

- Maintain a spare Differential and Rear End which could be used for either winch.
- Revamping the Clubhouse
- Instructor Training

JA to evaluate what will be required for Instructor Training in terms of possible facilities and costs. **J.A.**

CASC - CS to provide documentation to PF so that a suitable letter can be sent to all members outlining the advantages of CASC and signing up to the initiative to take advantage of Gift Aid, which will provide funding for the club. C.S.

There being no other business the meeting closed at 22.00 hrs.

Date of Next Meeting

Saturday 10th May 2014 at 16.00 hrs. in the Briefing Room

PF/ 10/04/2014 (Revised11/04/14)