

ESSEX AND SUFFOLK GLIDING CLUB LTD

Minutes of Committee Meeting held on Wednesday 10th September 2014 in the Clubhouse commencing at 17.00 hrs.

Present

Paul Foulger (PF)	Secretary
Dick Skinner (DS)	Membership Secretary
Mike Haynes (MH)	Technical Officer
Martin Lawson (ML)	Winch Master
Jonathan Abbess (JA)	Chief Flying Instructor

Apologies for Absence

Robert Godden (RG)	Chairman
Andrew Booth (AB)	Treasurer
Eddie Leach (EL)	Safety Officer
Adrian Tills (AT)	Publicity Officer

Approval of Previously approved Minutes for 13th August 2014

The minutes were agreed unanimously by those present.

Resignation of Site Officer

The Chairman had received a letter of resignation from Clive Stacey to take immediate effect. This action had been taken as a result of a difference of opinions. It was regrettable and thanks to Clive were recorded for the excellent work he had undertaken whilst in the role.

Matters arising

Hard standing for Club Trailer – Slabs and sleepers to be ordered. It has been decided that it is better to have all club trailers in one place and they will be positioned in a line from the North side of the NT shed. Any private owners who have a trailer sited along this area will be required to move to another area.

Risk Assessments Ongoing (EL)

Website - Ongoing

CASC – Following the resignation of Clive Stacey, this would be put on hold for the time being.

Membership Secretary's Report

1. Membership Numbers: Since our last meeting we have gained Lewis Coe and Jessica Waite (junior FPTS and Cadet respectively) plus Kristoffer Ahlner who has been entered as a junior but with a temporary membership number. I have yet to get to the bottom of this. I am also not sure about Jessica's cadet status as I am not sure whether George is aware of this yet.

Further refinement of the log system and/or the training of log keepers is required in order to avoid

spurious or incorrect entries of new members.

Unfortunately Spencer Fitch has told me that he will not be re-joining. Despite my encouragement, he has declined the suggestion that he should at least remain as a Social Member

2. There was an incident on 3rd September when one of our cadets was on site early on the day and he had to leave at 3.00 p.m. and at that time had not flown. Following some discussion it is recommended that it is essential that whatever the weather conditions that prevail the airfield is set up and ready to commence flying at the earliest opportunity in the day. It is very important that we look after and ensure cadets are flown before they leave, particularly having worked hard during their time on site.
3. (Brought forward from the last meeting) In the past I suggested (and tried to implement) a system whereby temporary members received a follow up e-mail after flying with us. It has not worked largely due to my failure, but it now occurs to me that something tangible would be preferable to an e-mail and I suggest we might consider sending a pre-printed postcard (very preliminary mock-up will be at the meeting). We would then just require an address and a stamp and the 2nd class postal system would ensure that they received the card at an appropriate time a few days later. Ideally the log keeper would fill in the address at the time of the trial flight and then pass the cards to me for posting. Suitable cards could be printed for £129 + VAT for 1000 or £196 + VAT for 2000. (15p or 12p per card respectively). Or Dennis could be asked for a price.
Following some discussion it was agreed to defer any action until the new flying season in 2015

Secretary's Report

Five Year Planning Meeting It is emphasised that Committee members should submit their proposals for the coming 5 years together with financial implications and rationale, together with projects that may attract a grant from Lottery or other funding areas.

BGA Management Conference- It was agreed that the club should make an appearance at this year's BGA Management conference on Saturday 22nd November.

Extended Flight Charges – There had been a query regarding charges for flights longer than 2 hours.

After some discussion it was agreed that flights would be free of charge after a flight of 2 hours in duration in a SINGLE SEAT glider, or when a pilot was with an Instructor in a two seater. When a flight of more than two hours by a solo pilot taken in a DUAL SEAT glider, then the charge would be for the duration of the flight however long it might be.

Children on the Airfield- Dennis Heslop had reported that he was concerned about visitors and their children on the airfield, following circumstances on Sunday 7th September. JA had already raised the subject of children at a previous meeting and suggested that the Health and Safety Documentation should be amended. He agreed to reissue notes to instructors on the issues of visitors; use of weights in gliders and Hassel Checks. It is also essential that we as committee members are also vigilant with visitors.

Technical Officers Report

Sewing machine

The heavy duty sewing machine has been away for service and is now fully functional. The observations from the technicians who did the service was there was nothing damaged just that the machine was quite dirty and consequently stiff so they cleaned and adjusted.

Back at the club the oil sump has been cleaned and the oil changed.

Instruments.

DOA has a temporary AIS while the registered instrument is away for service.

DOA's ASI and two PZL variors have been sent to Mike Hutchinson for service. Mike informs we that the ASI has been serviced and is now functioning within acceptable limits. Mike is not so sure about the PZL variors both instruments are at least 25 years old and are close to the end of life.

In discussion with Mike we agreed that he should spend a couple of hours on a more detailed examination but if the labour charge was going to exceed £90 then we would scrap these instruments.

Batteries

Nothing to report this month.

Broadband

The BT hub 3 has been replaced with a Draytek Vigor 2760 router.

I've not needed to cycle power to recover from a lockup situation since this unit was installed.

The statistics are reported a little differently to the BT hub with system and connection times being separated. I do see the connection time reset every couple of days which I attribute to a line re-synchronise, but this is a totally automatic process and only causes a few second of down time

Launch Point Laptop

Following the discussion at the last meeting a second laptop has been purchased for the launch point providing us with a degree of security should one or other fail. It is intended that this new machine should become the day to day device we use and we will hold the existing laptop in reserve should a problem occur.

To date the machine is all set up and ready to go but there is a minor problem with the power supply to driving it from the 12 Volt in the launch vehicle

Office PC and IT

Nothing to report

Briefing Room PC

Briefing room PC has been equipped with a dual output graphics card enabling simultaneous connection of the PC Screen and the TV (or projector), it should no longer be necessary to change video cables on the back of the PC.

Operation with the TV now requires just that it is turned on and the input re-selected to PC (it forgets when the PC is turned off).

Mounting the projector on the ceiling is still ongoing.

You will find a "How To" card on the desk if you are unsure how to enable either TV or Projector.

IP Webcams

A wet Bank Holiday gave us the opportunity to install some of the Cat 5 network cable. We have replaced the temporary (10+ years) cable tied to the central heating pipes which serves the Briefing room and installed the first of the WebCam cables in the loft.

With the Webcam cables in place the camera which faced south west for the last 9 months has now been moved to its correct location with a southerly view and a second camera has been added looking West/North West. This latter camera replaces the remaining USB camera which has been retired from service.

Currently Dennis has a small issue with how the website access the IP cameras providing the username and password e.g. "guest" "guest" is apparently not so easy when you are a machine. As a consequence only the south facing camera is visible via the website at this time, I emailed instructions to all club members as to how to access both cameras outside of the Website for the short term.

Glider Trailer Refurbishment

Refurbishment of the Astir trailer continues.

From HKMs perspective all of the glider fittings have been measured and prototyped, there is still some finalization and trimming e.g. felt covering to do but we are now close to complete for HKM.

The fuselage alignment for KEE still needs to be established but with a bit of luck another day should see this is a similar situation to HKM.

Skylaunch Speed Transducers for DOA/DVB

The Skylaunch Transducer for DOA is still under investigation.

Gliders

K21

Careless use of Tow out gear has caused slight damage to the rudder, to be repaired during off season.

Grob Acro

Nothing to report

SF27

Careless use of Tow out gear has caused damage to the lower rudder hinge, Aircraft is currently out of service, awaiting repair/welding

Pirat

Nothing to report

(Still missing its FLARM/Logger pending testing on DOA)

ASTIR HKM

Nothing to report

ASTIR KEE

Nothing to report

DOA

Nothing to report

Elevator stop for full forward is becoming rough and this can be felt in the aileron circuit
No progress on this action

DVB

Nothing to report.

Chairman's report

TMG Planning- From the visits and reports received this would appear to be going forward to our advantage, the next stage was now in progress.

Nothing else to report.

Site Officers Report

With the resignation of the site officer, it was agreed not to present his report at this time, but to keep it as a part handover document.

Winch Masters Report

The two scrap Tost winches purchased from Wattisham have been delivered.
The operation of removing the spare parts we require is underway but will take considerable time and effort.

Once this task is complete the remains will be sold off or scrapped to recoup the outlay by the club.

Safety Officers Report

There was little to report.

Parachute packing has been completed, one of the newer parachutes has a tear in the casing and will be repaired by Tim Moran.

CFI's Report

Well done to Dave Betts for doing well on his B.I. course which was arranged at very short notice.

The lack of available instructors during holiday season has caused Angus difficulties whilst trying to arrange the most recent rota.

The CFI and Safety Officer are not being informed when accidents or incidents occur. As far as I know, no-one has yet used the club-level incident forms either.

Treasurer's Report

In the absence of AB there was nothing of significance to report.

Motor Glider Accounting.- A more formalised regime had now been set up, however there was some concern regarding the amount of the Standing order, this needs to be revised to a realistic amount relating to current usage.

Payment Process – Now that the summer holidays are over, the Bookkeeper will resume the normal payment of invoices etc. to the 2nd Wednesday of the month which works well. Where members have paid out on the clubs behalf there is still the arrangement they can be refunded more quickly.

Bookkeeping arrangements from January 2015- Amy Nunn would be returning to work in January and it was agreed that Kathy Haynes (wife of Mike Haynes) would possibly take over this role. She was currently overlooking Amy's work on a Wednesday to reach a conclusion.

Any Other Business

Clothing- ML asked about Club Clothing, it was recalled that the wife of AB would be looking into this, update at next meeting. **A.B.**

Safety Issue for pilots landing when changing ends – A note had been received from Jerry Newbery regarding the way that gliders are taken to the other end of the airfield when changing ends. It was felt that further instruction to those taking equipment to the other end in an orderly manner was required.

Reciprocal Membership – RS undertook to write to all BGA clubs regarding Reciprocal membership and to ascertain which of the clubs were open to a reciprocal arrangement or not as the case may be, a list of qualifying clubs would be drawn up and made available in the Launch Point.

Local Charities- It was agreed that the club should make contact with local charities e.g. Invictus Games and Help for Heroes inviting members to have the chance to experience gliding.

There being no other business to discuss the meeting closed at 20.15 hrs

Date of Next Meeting

Saturday 27th September 2014 at 8 Bells Pub in Bures commencing at 10.00 hrs..

Saturday 25th October 2014 at 15.00 hrs. in the Briefing Room