

ESSEX AND SUFFOLK GLIDING CLUB LTD

Minutes of a Committee Meeting held on Wednesday 7th March 2018 in the Clubhouse commencing at 19.00 hrs.

Present

Alan Bilby (AB) Site Officer
Jonathan Abbess (JA) Chief Flying Instructor
Robert Godden (RG) Chairman
Dave Wallis (DW) Secretary
George Green (GG) Representing the Junior Sub Committee
Gary Morris (GM) Joint Safety Officer
Joy Chen (JC) Treasurer
Trevor Smith (TS) Joint Safety officer
Mike Haynes (MH) Technical Officer.
Martin Lawson (ML) Winch Master
Steve Jones (SJ) Membership Secretary

Also in attendance for the first item on the agenda Paul Rice

Apologies for Absence.

Paul Robinson (PR) Publicity Officer

Approval of minutes of meeting held on 10th January 2018

Those present agreed the minutes unanimously

Matters arising from those minutes

1) **New training Glider** The Sub committee of club experts was set up after the last AGM to evaluate various options for a new club two seat training aircraft. After trial flights and inspection of both the Perkoz and the DG and consideration of another K21 their recommendation to the main committee was to purchase a new Perkoz two seat trainer. RG reported that he had spoken with several other clubs who have either purchased or ordered their own Perkoz aircraft namely Gransden, Devon & Somerset and Aboyne Gransden have been using theirs for some time and are very pleased with it and have had no problems launching on a red link which has been the subject of some speculation. All the other clubs had similar questions as us before purchasing and all decided to go ahead considering it to be the best training glider.

We have negotiated the stage payments back to the original agreement where the second payment is not due until the glider is ready for painting. We have a possible plan in terms of

a Bank Guarantee to protect our deposit, and delivery is expected late 2018 / early 2019. We will go to the factory in Poland for a final inspection before we make the final payment. Having agreed that we had exercised all due diligence the committee took a vote and all those in attendance voted in favour of placing the order complete with a new trailer. It was noted that PR expressed some reservations on the Perkoz prior to the meeting, and these were taken into account during discussions.

RG will telephone Bernd first thing in the morning and to formalise the contract to the agreed spec.

2) At the last committee meeting Andy Sanderson gave us a presentation to consider regarding changing the Duty Pilot scheme to a slimmed down Launch Marshal Roll. The following was Andy's suggestion and was agreed by the committee :-

"I would suggest downsizing the Duty Pilot scheme to reflect the more limited duties of a Launch Marshal, restrict the days to weekends in the summer, restrict the hours to 5 a day, restrict the number of eligible Launch Marshals whilst at the same time asking the committee to actively try to increase member expectations that members will be required to participate if asked to do so, and attend a formal training session/meeting once a year before the soaring season."

3) Booked Flying - Progress on the revised arrangements between Andy Winton Joy and Cath. - This is on going but we are a little concerned as commercial flying starts in three weeks.

However the revised prices will take effect from April 1st. :-

Gliding Experience £69

Trial Lessons £99

Couple Experience £99

Family Experience £169

Day Course £199

Membership Secretary's Report SJ

Nothing to report other than to welcome a new junior member Ryan Clamp

Secretary's Report DW

DW reported that Paul Johnson has agreed to provide the catering again for AGM which is always excellent.

As this will be his last committee meeting as chairman DW thanked RG for his many years service and all that he has achieved during that time.

Technical Officers Report MH

Launch Point

Internet is down could not check status of Battery action remotely

The recovered bench seat has been re-installed.

Computers and IT

As reported by Joy to reduce our Utility spend we have moved the electricity, phone and internet to "Utility Warehouse" At the time of writing the phone cannot receive incoming calls and the Broadband is non-functional.

In conversation with Utility Warehouse 7/3/18 it appears there is some problem with BT Open-Reach's line test and the transfer of the phone and Broadband service to Utility Warehouse is now stalled.

Expected resolution by 12/3/18.

The inkjet printer in the office is failing.

The cyan print head is blocked (no blue) and the auto-feed scanner is U/S. This printer will be replaced early in 2018, if it runs out of ink and we do not have spares in the office draw please do not purchase any more cartridges --- if you need colour use the briefing room printer.

Cambridge GC have proposed we get together for an exploratory meeting on I/T to see whether there might be mutual benefit in collaboration in some areas. We agreed we should respond but Mike made a comment to the effect that collaborative projects sometimes resulted in too much traffic if not well managed.

Log System

No significant progress to report

Changes to the launch point program carried forward:-

- i. Add active field on members, gliders so that we can reduce what is displayed to the information which is relevant.

- ii. Add categories for Remote take-offs by TMG
- iii. Fix bug which prevents instructor paying when the other pilot is on the Junior Fixed Price scheme. Flight is always zero charged.
- iiii. Fix bug which deletes P1 when you add a new member as a TL etc.
- v. Update system to work online to the SQL database removing the need to “SYNC” at the end of the day. This change is needed by the revised Record Card architecture agreed December 2017.

Changes to the Control Panel program carried forward:-

- i. Fix the bug in the Control Panel program which prevents the creation of flights in the Office (should a flight not get recorded on the laptop).
- ii. Fix Bug which causes the log sheet program to crash after new gliders are added via the Control Panel.

Electronic Record Cards.

No further progress to report this month.

IP Webcams

Non functional due to Broadband

Carried forward:-

Consider additional/re-site CCTV security camera (see minutes Nov 2017)

Club Website

Back in December we tried to rush differential payments for weekend trial lessons into the website. This code was not fully tested and had some unfortunate side effects on Trial Lesson purchases. Very simply the wrong voucher types were forwarded to Paypal and hence through to John Bone. Back on the 6/2/18 Dennis believed he had corrected the error and normal service was resumed

Ongoing:-

Design/development of an online purchase/booking system for Trial Lessons

Glider Trailer Refurbishment

K21:-

Nothing to report

Carried forward:-

Significant corrosion on brake back plates – Possible replace brakes/suspension hubs

Grob:-

Nothing to report

Sf27:-

Nothing to report.

Astir's:-

No progress to report.

Outstanding tasks on new Astir Trailer

1. Adjust brakes.
2. New nose cone fitting – Two different Fibre Glass nose cones have been moulded one for KEE and one for HKM. These need to be finished and felted and then mounted to the existing pole/track.
3. We will use the fuselage mounted tail plane fitting from the damaged trailer. Unfortunately this cradle mounted the tail too high and it fouled on the roof. The cradle has been modified, but still needs a little work
4. New felt in the fin box to prevent damage to sides of fin.

Carried forward:-

Conduct a training session for members on how to use the old/small Astir Trailer.

K6

In K13 trailer no progress.

Glider Instrumentation

New instrument panels have been purchased for K21 and the work has commenced to re-design the instrument layout and fit the new S100 Vario. The redesign will include a rationalisation of the instruments in the K21 with the removal of the failed S-Nav, the GPS Nav and the non functional Turn and Slip from the rear panel.

FOR DISCUSSION

Cloud Flying – applicable to all club gliders with U/S Turn and Slips

Associated with the extended runway we started to see winch launches which exceed the running time on the Skylaunch speed transmitters. The net effect of this is the transmitter turns off close to the top of the launch --- the phase when it is most useful to the winch driver. 2 new transmitters with a 150 second running time have been ordered/received from Skylaunch, These will allow a rotation of our existing transmitters so that these can be returned to Skylaunch to have the running time re-programmed. Once all of the transmitters have been upgraded we have two spares, these will be fitted to the Grob 103 and Perkoz in due course. Testing of the ageing pneumatic instruments has not progressed this month Ongoing.

Gliders

K21

In my last report it was DVB out of service for an extended period, over January and February it was DOA out of service for an extended period. Together the loss of both K13s for an extended period has prevented the planned K21 maintenance (as below) being performed This is now re-scheduled with John Gilbert for the autumn of 2018:-

Chip on Nose

Damage around winch hook

Compression damage to the underside of the starboard wing.

Canopies

On my first inspection of the fleet after returning from vacation I find the canopies of the K21 in a disgusting state. There has clearly been condensation on the inside which has been rubbed with gloves leaving a muddy streaky film and scratches on the inside of the bubble.

During the winter when the likelihood of condensation forming is high it is vital to keep the canopies clean else the dirt acts as a trigger point from which condensation will occur.

Checking and cleaning of Canopies if required is part of DI, make sure its done

I now need a volunteer to spend a morning polishing the scratches out!

Grob Acro

As reported previously on 9/12/17 the front canopy of the Grob blew open breaking the gas strut and bending the hinges. There was no intention to fly the Grob on the 9th it was simply parked outside the Hanger, with the canopy unlocked on a windy day.

On the 11/02/18 exactly the same event occurred.

I understand this second event occurred while other gliders were being moved out of the hanger so we cannot attribute this to simply leaving the Grob unattended but:-

WHY WAS THE CANOPY NOT LOCKED?

How did this happen twice in the space of 2 months, we have owned the Grob for many years and this has not occurred previously?

Fortunately we have been able to straighten the hinges again and replace the damaged gas strut fitting.

SF27

The inclement weather during January and February has meant most of the Gliders have remained in the Hanger. This along with my absence has meant that nobody has moved the fuselage of the SF27 from the back of the hanger into its trailer and trailed it over to John Gilbert's.

Talking with John on 5/3/18 the ARC season is now fully upon him making it impossible to complete this repair in in the next month. In short it is likely that the SF27 will be unserviceable at the start of the soaring season.

--- If you have not done so already, this is good reason to convert onto the Astir's.

ASTIR HKM

Carried forward:-
Repair hole in wing tip

ASTIR KEE

Carried forward:-
CANOPIES AGAIN !!!! --- That's 3 mentions in this report
Polish out scrapes on canopy

DVB

Nothing to report

DOA

All of the work detailed in my last report has now been completed on DOA i.e

Crack in rear instrument panel mount de-lamination in port aileron
Fabric missing at end of aileron cut-out
Fabric unglued from top of rib 1 in port wing.
Play in the drag pins
Distortion of the trailing edge
Loose/corroded rose joints on aileron drive
Wear in the lower rudder sleeve bearing.
Corrosion on the keel tube

The ARC inspection has been completed

Crack testing on the keel tube corrosion reveal some small fatigue failures. The tube keel is not a single piece but is made of various wall thickness/diameters, the thickness/diameter increases towards the front of the fuselage. This makes the last section immediately adjacent to the tail wheel the thinnest/smallest and hence the weakest. It is here that the fatigue cracks were found. Rather than risk a failure of the tube and the associated down time during the soaring season the final section adjacent to the tail wheel has been replaced.

PLEASE NOTE:-

The new rear drag pins are a close tolerance fit. Should the need to de-rig this glider arise in the near future it is suggested that the drag pins are removed fully and then partly reinserted before removing the main pins. It would be rather unfortunate if having removed the main pins you cannot get the drag pins out.

The radio has also been replaced with a new Trig 8.33KHz unit complete with front and rear cockpit controls.

K6 DRD

Nothing to report

Chairmans Report RG

Nothing of significance to report

Site Officers Report AB

Nothing to report this month

Winch Masters Report ML

Nothing to report this month

Safety Officers Report TS / GM

Only one item to report on and that was regarding the canopy incident with the Grob on Sunday 11th February.

Some of you may be aware that the canopy was left closed but unlocked while the Grob was being taken out of the hangar to be DI'd. It was a very blustery day and it appears a gust had blown the canopy open damaging the gas strut and bending the hinges of the front canopy. This is the exact same thing that happened a few months back and after the last incident the technical officer made it clear that in blustery conditions that the canopies be locked and gliders put away. In this instance the glider was being taken out to be flown but there is no excuse for not locking the canopy, it takes 2 seconds to lock the canopy! After the incident the canopy was removed and placed in the workshop, we were lucky the first time it happened in that Mike and Eddie Leach managed to bend the hinges back into place without any metal fatigue, with this recent incident I didn't think we'd be so lucky but I've since learnt that the hinges have been bent back into place without any metal fatigue issues saving the club potentially hundreds if not thousands of pounds.

I'm sure I can speak for the technical officer here but these incidents are unacceptable! Club members need to use common sense in conditions such as these when there is potential to cause things like this.

Also I must remind club members that when things like these happen that incident forms need to be filled in! Thankfully with me being there at the time I prompted members that were around at the time that the forms need to be filled in.

IF YOU DON'T KNOW WHERE THE FORMS ARE THEN ASK!

The new K21 Cushions are reported to be a bit thick for some of the taller members and TS will arrange for some thinner ones to be made and the existing new ones tried in the Grob.

CFI's Report JA

The BGA have published their accident review of 2017. The document can be viewed at <https://members.glidering.co.uk/library/safety/2017-accident-review/>

The Grob 103 has suffered exactly the same damage as it did a few months ago when the canopy was left unlocked in strong winds.

I have asked for an update to the

"ESGC Accident and Incident Manual 2014 Ver3" many times can this now please be a

priority.

Treasurer's Report JC

EUR bank account has open and ready for transactions. Currency conversion from GBP account to EUR can be done over the phone or at a BoS branch. EUR payment can be made by cheque or at a BoS branch.

2017 annual reports and management report draft is under review. Walter Wrights is updating the financial accounts with review points from me and Cath. The 2017 annual report is due to be released to the Committee for review in time for AGM in March.

Utility Warehouse update - phone and broadband services will be ready for connection early March (when Technical Officer return to UK). UW account number: 7899587. Mobile service transfer to UW later in 2018 when the existing contract expires. Electricity transfer to UW in 2019 when existing contract expires with EoN.

Publicity officers Report PR

The BGA flight simulator has been booked for the open weekend. An invite has been made to the Area Morgan club and has been added to their calendar.

Junior's Officer Report GG

1)

The BGA have revised their Child Protection Policy and Procedures and brought it to my attention.

The document includes a revised definition of regulated activity. See page 18 where a frequency for regulated activity of 4 or more days in a 30 day period has been defined. The 1st Paragraph of page 19 goes on to further define supervision and list those roles which should be considered as Regulated activity.

I don't think this changes the clubs position, because even for example John Bone instructing every Friday during the summer holidays is unlikely to fly with the same student on more than 4 days in a 30 day period. However with that in mind, The Junior Sub-committee with your approval would like me to e-mail the Policy to our instructors and make them aware of the definitions on Pages 18 & 19.

The Sub-committee also recommend that we should include a wording within both our Advice to parents document and Child Protection policy along the lines of:

‘All of our weekend instructors are volunteers and give their time to instruct for one day in every 3 or 4 weeks. Pupils therefore train with a number of different instructors rather than the same instructor regularly. As a result, gliding instruction is not considered to be regulated activity and so the club does not carry out DBS checks for its instructors.’

This was agreed by the committee

We have already added the above wording to our Advice for Parents Document.

2) In January the BGA also issued an updated document listing the Evidence Required to Become a Junior Gliding Centre. Most of which we have in place. However, requirement 5 states:

‘that Child Protection training has been completed by at least two club members, of which one should be an instructor’

I have e-mailed Lizzie at the BGA asking where when and where the next BGA run Child Protection training course will be. If it is not for a while, then she will provide details of a suitable approved on-line training course. Who will complete the course with me?

Section 14 of the same document required the club to have a Equality and Diversity policy (E&D) where everyone is encouraged and provided with equal opportunities. Does the club have one already? I couldn’t see one on the website.

It was agreed that it would probably be most appropriate for the Chairman to attend the Child Protection Course (or complete the online course). This to be confirmed once course availability and dates are known.

GG to ask the BGA if they have standard wording for a Equality and Diversity policy

3) As part of creating a Junior Membership Pack, I would like to add photos from the members contacts page of the website, to Steve’s who does what document. As part of this sub-committee discussion, it was requested that the instructors photo board in the clubhouse be reviewed and if necessary updated.

The Committee agreed that a new Instructors Photo Board with up to date pictures would be a good idea and PR would be asked if he could do this.

Any Other Business

PR emailed to point out that we have 30 scouts booked in for our open weekend which he did not think was viable, the committee agreed and DW will speak with Kaz to see if he can change this.

There being no other business to discuss the meeting closed at 21.20 Hrs

The next meeting is on Wednesday 18th April 2018 commencing at 19.00 hrs. in the clubhouse.