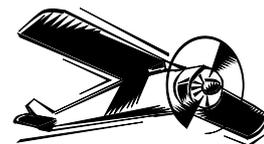


FENLAND AERO CLUB - Committee

Fenland Airfield, Jekils Bank, Holbeach St Johns Spalding, PE12 8RQ

EGCL / Tel: 01406 - 540330 / Email: secretary@fenlandairfield.co.uk



MINUTES OF A MEETING OF THE FENLAND AERO CLUB

Present:	James Baldwyn, Claire Buckley, Carl Husain, Tim James, John Parker, Angelo Sapiano, Peter Watson, Martin Williams (delayed 35 minutes).
Ex-Officio:	Kerry Allen (Runways).
Others in Attendance:	

THURSDAY, 28 MAY 2020

Video Conference Meeting Convened 7pm

- 1) APOLOGIES:** Neil Buck
- 2) PREVIOUS MINUTES (29 April 2020):**

The minutes of the meeting 29 April 2020 were approved by unanimous consent.

- 3) CHAIRMAN'S REPORT** (Peter Watson):

Peter reported the airfield was now open to visitors with Kerry making sandwiches and providing drinks in the fridge, with Carl [Husain] doing fuel checks. Peter reported the airfield is operating safely. He went on to say there were about 140 aircraft movements on the Bank Holiday Monday operating without problem.

The Chairman asked the Secretary to make an announcement.

The Secretary (Claire Buckley) informed Committee that the Club had received grant funding of £25,000 from South Holland District Council under the Retail, Hospitality and Leisure Business Grants Fund. She also informed the Committee that the Club's Non Domestic Rates Demand for 2020/21 is zero – the Club will not be paying any rates this year as we have been given a local discount due to the Coronavirus situation.

Kerry was advised to seek advice from Katie (OK Catering) about the possibility of Runways being eligible for a grant. Kerry told Committee that she had applied but had still not heard back.

- 4) TREASURER'S REPORT** (Peter Watson):

Peter reported as of 26 May 2020, the Club has £338 in the Charity Account; £51,156.00 in the Savings Account; £55,220.00 in the Current Account. A total of £106,714.00.

5) SECRETARY'S REPORT (Claire Buckley):

a) The Secretary had previously sent Committee members a proposal to amend Club Rule 4.10 (Ex-Officio Members of the Committee) following the Committee's decision by letter of 26 March 2020 that Steve Brown (and Paul Brian) immediately step down from Committee following a ruling under Club Rule 2.9 proceedings. This subsequently was upheld by the President of the Club, Alan Gray on 22 April 2020.

The Secretary informed the Committee that authority to amend Club Rules is granted under Club Rules 9.1.

The Secretary read out the proposed amendment [amendment in Italics]:

"The proprietors (or their representatives) of the Flying School(s) and the Catering franchise shall be Ex-Officio members of the Committee, and shall not be liable to retire by rotation. The exception will be any member who has been subject to proceedings under Rule 2.9 and who was, as a result, suspended, ceased to be a member, or asked to resign their club membership or committee membership. In such circumstances the member (and their representatives) shall forfeit all rights to Committee Membership either as an Ex-Officio Member (or as a club member seeking to stand for Committee) for at least 2 years from the date of the Committee's decision under Rule 2.9, or from the date on which the adjudication on appeal by the Club President was determined. Ex-Officio members shall not have the right to vote at a Committee meeting."

The Secretary stated that she believed this was fair and reasonable, in line with the two-year rule set for new members seeking to sit on Committee.

The Chairman asked for comments around the room.

Discussion followed.

A vote was taken as to whether Committee agreed to this amendment, and as to the time period imposed.

The Chairman declared the amendment to Club Rule 4.10 proposed and seconded had passed by majority vote and be implemented immediately.

Martin Williams entered the meeting giving apology...

b) The Secretary proposed to the Committee that legal advice be sought concerning the licence agreement with the flying school as it expires in January 2021.

The Chairman asked for comment around the room.

It was agreed that the Committee should seek legal advice at the appropriate time.

c) The Secretary reported that it is very likely the AGM in July will not be held due to the Covid19 guidelines. She informed the Committee that under Club Rule 4.2 the Committee is able to set a date no later than 14 months from the previous AGM; that is no later than September 18 2020.

The Secretary went on to say that should this date not be possible then the Committee must refer back to the membership.

The Chairman asked for comments around the room.

The Committee agreed to inform the members that the next AGM will be before September 18 2020 if possible; that should this not be possible due to guidelines for gatherings of people, then the Committee will seek a decision from the membership by paper ballot or similar as to how the Committee might proceed.

The Committee agreed to monitor the situation again at the beginning of August.

d) The Secretary reported she had been contacted by a long-time flying member who lives in Cardiff asking the Committee's permission to park a touring caravan in the car park on visits. The member will be self-sufficient requiring no services and will be parking overnight for a couple of days only.

The Chairman asked for comments around the room

The Committee did not have objection with this. It was agreed.

6) SAFETY REPORT (Tim James):

a) Tim reported that the electronic version of our airfield Safeguarding had been completed and an electronic copy had been sent to the Planning Department of South Holland District Council by recorded delivery. Committee members thanked Tim for his efforts concerning this.

b) Tim said there was one incident on the airfield. Tim asked James (Baldwyn) if the person involved was alright. It was reported the person had six stitches and is fine. Tim thanked James for his prompt action on the day telling the person to seek further medical attention.

c) Signs for the airfield: Tim said he spoke to Ray (Nicholson) who spoke to the CAA about this. Although this is normally setup for international air traffic, he suggested the Club needs a clearer definition if we are to enforce this. He went on to say the police prefer to prosecute hare coursers under the Aviation and Maritime Security Act therefore the Club needs to make sure we're on solid ground. Tim confirmed Ray is looking into this. However, the signs we have are 30 years out of date so a couple of months will not make much difference in order to get signs that are approved – and better to get the CAA lawyers on this rather than our own.

d) Covid19 Policy: Tim explained he did anticipate a return to flying and started on a policy, unfortunately he said, he didn't communicate with everyone on this; we had less time than we thought. In the end he said, we had a policy that works, so all's well that ends well – and we're all friends.

The Chairman thanked Tim for his report.

7) FUEL MANAGER'S REPORT (Carl Husain):

Carl reported that in the month of April the Club sold 1,000 litres of fuel. He said this was mainly to the line inspection people with the R44 taking AVGAS. Carl said he hadn't got the figures for May at the moment, but he could report that on Monday 25 [May] the Club sold 500 litres of fuel. Therefore we are now in a position where we have 40 per cent of the 100LL tank, but still have over 50% of the UL91 tank.

Carl said what he would like to do is order a fresh lot of fuel to put on top of both tanks. He hadn't got a price at the moment as he hasn't worked out exactly how much he needed, and the price is affected by volume.

He reported that other sites have reduced their fuel price considerably, saying he believed that Kidlington in Oxfordshire was selling 100LL for a pound per litre. Carl explained that pilots had understood as to the reason for the price of our fuel. He said that as the lockdown eases and people have got more choice and places to go to buy fuel then that's going to be a significant factor.

Carl suggested he top the tanks up at whatever price we have to pay; calculate the mark-up based on that price and then reduce all the fuel to that price – essentially discounting the remaining fuel in the tanks.

The Chairman asked around the room whether Committee agreed or disagreed.

There was agreement to what Carl had proposed; anything we can do to bring the price of fuel down not only for our members but also for visitors to Fenland was welcomed.

Carl went on to report that the airfield had only seen one Jet A1 helicopter take fuel over the period of the lockdown [to date]; £120 worth of Jet A1 fuel since 19 March. He continues to monitor this situation reporting there remains 10,000 litres.

8) IER REPORT (James Baldwyn):

James reported that David Westall will be contacting all IER volunteers to see who wants to resume operations. In meeting with guidelines, one volunteer will do the airfield check and the two will then observe social distancing for the rest of the day. If there is an incident, there are greater priorities saving someone's life potentially.

James spoke of the arrangements concerning sanitising the fire truck and facilities; it was planned to have the same pair of volunteers in rotation.

James said that David has been preoccupied with the arrival of a new family member, but did expect to hear from him shortly with an update, but confirmed cover can be provided.

9) HANGAR MANAGER'S REPORT (John Parker):

John reported that Carole Evans had now come into Bay 6, and was aware of Klaus moving out. He added that although there was some vacancy he was in no rush to fill it as he was going to have a shift-around. John said he would update Committee next meeting.

10) RUNWAYS RESTAURANT (Kerry Allen):

Kerry reported she was doing her take-away sandwiches in her fridge, with cake and drinks. The Chairman asked if she was happy with the weekends. She said Saturday and Sunday were quiet, but Monday [Bank Holiday] was "packed".

Kerry went on to say that she is just to keep doing what she is doing, reporting that the pilots are quite happy with the sandwiches in the fridge, so long as they can get a drink and something to eat.

Kerry added she was not able to contact the people about the coffee machine – they had been furloughed. It was suggested to her she might want to get a tea urn – a catering tea urn.

The Chairman referred this to Tim James [Safety Officer] for his opinion.

Tim said that if there were disposable cups available then this should not infringe any regulations?

The Chairman asked if there were any objections.

There were no objections to Kerry installing a tea urn. Kerry said she'll put up a sign to say "Caution, Boiling Water".

11) AIRFIELD RUNWAYS (Peter Watson):

Peter reported the previous week he and two others got some sharp sand and filled in the cracks on the runway; Peter said a NOTAM was published. He went on to say it only took about 90 minutes and no runway was out of action.

With the help of Carl, the corrugated fence at the back of the car park is almost fully repaired. John Wright has suggested we paint different sections and put up pictures of whatever people think is appropriate. Peter said that John Wright had put up a picture of a De Havilland Comet.

John Parker thanked John Wright on behalf of the Committee for his significant contribution. The Committee agreed and expressed their thanks to John.

The Chairman invited further suggestions and ideas for the fence at the next meeting.

Peter went on to talk about the soil along the taxiway of 08 that was removed from the drain.

The proposal was to use this soil to fill in the low patches which were during the wet winter filled with patches of standing water. This will be graded in to slight camber and seeded.

He said this should be done mid-September to the end of October. This would result in closing down runways 18/36, leaving 08/26 open.

The Chairman asked if someone could run with this and be in charge of organising it. Carl added that John Wright said he would make himself and his bulldozer and any other machinery he's got available for the Club to use.

John stepped forward to organise this, saying he gets on well with John Wright. John added that he would like to think on a grandeur scale by obtaining graded top soil, saying graded top soil levels extremely well with a spreader.

Martin said that the soil taken from the drain is not likely to be a good idea.

The Chairman asked John to put together a plan of who much is needed, what he needs and how he proposes to do it – a complete method statement in order we can contact all the members that 18/36 will be out of action for a few weeks.

There were no objections to this proposal.

Committee agreed to John organising this and putting together a works plan.

12) EVENTS MANAGER (James Baldwin):

James reported the next event is the Father's Day Fly In late June would probably be cancelled. After that is the Summer BBQ Afternoon & Evening 18 July. He said as things get better we can have more events – see how it goes he said.

13) FENLAND FLYING SCHOOL REPORT (Steve Brown - Submitted):

The Secretary had previously distributed to Committee members an email received from Steve Brown on 26 May 2020 with the title: "Committee Meeting – FFS Report".

The Secretary read out the email from Steve, and also the section as it related to his advice:

"...that all private owners... to exercise caution if flying solo after what may be a prolonged period of inactivity. If in any doubt regarding currency, it may be wise to wait until a check flight (or two) can be had from an instructor."

The Committee supported this advice from Steve.

The Secretary also read out three questions Steve had asked from his email of the 17 May 2020:

- 1. What is the Committee's understanding of the role and limit of authority of the Accountable Manager?*
- 2. Who is the official spokesperson for the Committee?*
- 3. Who is the official spokesperson for the FAC?*

The Chair asked for comments around the room. Discussion followed.

The Accountable Manager's role is laid out in the Aerodrome Manual; if it's not clear the flying school is to ask the Committee on a case by case basis.

Fenland Aero Club is operated by a committee of volunteers, therefore if a response is required it is discussed in Committee; this is the nature of our organisation. There may be periods of time between one meeting and the next, but that's the way it works.

There is no nominated spokesperson for the Club or for the Committee; correspondence is to the Secretary; this is by agreement of the Committee.

14) AOB

a) James Baldwyn wanted to remind members these was another post on the Fenland Facebook page about the coming weekend and that Kerry will be serving hot food from 11am tomorrow. Kerry confirmed this. James reported that 1500 people had seen the post.

b) James went on to comment on the state of the tower stairs that could do with some maintenance. John Parker suggested to James he might wish to speak to Robert Frost.

c) John Parker asked that Mick [Hammerton] be put on the thank you list as he's been cutting the grass. Kerry also added that Mick does so much. The Committee recognised this.

The Chairman asked Committee if they would like to give Mick Hammerton a free Social Membership. The Committee agreed.

d) Carl Husain said as we came out of lockdown the airfield operations were ad hoc, as the flying school haven't retaken on the responsibility of their operations; to think about the aero club taking on the responsibilities. The Chairman said this was a discussion for the next meeting; the first item on the agenda.

e) The Secretary reminded Committee that all minutes are posted to the airfield website in the Members Information section, in addition to the clubhouse notice according to Club Rules.

There was no other business; the Chairman closed the meeting at 20:56 hrs.

Signed Peter Watson **Date** 25 June 2020

FAC Chairman