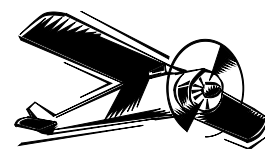


# FENLAND AERO CLUB - Committee

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## MINUTES OF A MEETING OF THE FENLAND AERO CLUB COMMITTEE

<b>Present:</b>	James Baldwyn, Claire Buckley, Carl Husain, Tim James, John Parker, Angelo Sapiano, Peter Watson, Martin Williams
<b>Others in Attendance:</b>	Liam Leys (observer)

**THURSDAY, 22 OCTOBER 2020**

**Video Conference Meeting Convened 7pm**

- 1) APOLOGIES:** Kerry Allen.
- 2) PREVIOUS MINUTES:** 24 SEPTEMBER 2020.

The minutes were approved.

### **2a) MATTERS ARISING:**

There were no matters arising.

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

The Chairman reported that the airfield is okay apart from being wet. Several members have been emailing about the conditions. Some helicopters have been denied fuel, others have been given fuel. We are going to have to rely upon ourselves to help refuel helicopters (Jet A1). They have also got the Chairman's telephone number as well as Mike Faulkner's and the Flying School as the helicopters were working in our area desperately needing fuel. Carl will update us in his report.

Two police cars had attended concerning hare coursers the Chairman reported. They went off the airfield 15 minutes before the police arrived.

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

Peter reported money in the Savings Account £75,000; the Current Account £30,900; Charity Account: £138.

Peter made enquires of Melissa our Bookkeeper concerning the interest rate of our Saving Account, she told Peter it was 0.0001%. He sought advice from Simon Cooke one of the Trustees. We should try to find some other bank (with better interest rate) to deposit our savings; if anyone knows of better rates to get that information to the Committee.

Peter asked for comments from around the room.

**We need to protect the capital and not worry too much about interest rates at this time. Better to get sound professional advice before doing anything.**

**5) SECRETARY'S REPORT** (Claire Buckley):

The Secretary reported that she had nothing to report other than make a note for the minutes that Liam Leys had been given permission by the Chairman to observe. She referred to Club Rule 5.21(b) that the right for Club members to observe refer to Management Teams, not Committees.

She was of the opinion that this rule had been interpreted incorrectly in the past to apply to Committees as well.

**6) SAFETY REPORT** (Martin Williams):

The Safety Officer reported that he had received a safety report and wanted to know who the Safety Committee were. Martin was informed we all are, the whole Committee.

The Secretary added that the CFI also, by chairing the safety committee. But in October 2019 we agreed to manage safety matters at our monthly Committee meetings instead.

This was confirmed.

Tim James reported that coming back from Sherburn in Elmet last Thursday (17 October) the weather closed in quite rapidly and did a bad weather circuit choosing to use Runway 08. Landed but as he turned around and back-tracked there was a man walking with his dog. Not a hare courser but a local person who decided to cut across the airfield. The dog was not on a lead. Tim filed a safety report. He also copied it to David Beale had undertaken to speak to the CAA about the legal wording of signage for the airfield as the police prefer to prosecute under the Aviation & Maritime Security Act rather than just Hare Coursing. The police cannot enforce the legislation on the current boards because that act does not now exist. He could not recommend to the Committee putting up signs that didn't carry the full force of the law.

Martin asked Committee's opinion. The probability high (4) and consequences is high (4).

A question; was David Beale in the process of contacting the CAA about signage? Tim James said he has been asked. It was suggested that David might contact the Sandown airfield in the Isle of Wight as they had used the legislation.

It was suggested that we might simply put up some informative signs; and perhaps contact our CAA inspector for advice. Our Accountable Manager has been asked to do this.

**Martin said he will speak to Ray Nicholson and David Beale about this.**

Martin also confirmed that he visits the airfield regularly to make sure things are okay.

**The Secretary told Committee that Safety Report Forms can be downloaded from the airfield website.**

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

The Fuel Manager reported that he has the fuel figures for September of this year:

We sold 10,617 litres of 100LL; 2,493 litres of UL91. That should have brought into the back account about £16,000 for the 100LL.

We had a delivery a couple of weeks. He reported the prices were about a half pence cheaper for 100LL and a half pence more expensive for UL91. Carl reported he left the prices the same as they are at the moment.

Carl spoke about JetA1. The testing capsules were out of date. Carl made a mental note of the fact but forgot. As a result we ended up 10 days out of date. At some time the flying school noticed this and waited until the 11 October. Two helicopters requested PPR having been referred to the Secretary who said yes. The helicopters arrived and the IER people started doing the refuelling at which point representatives of the school came out and started making an issue about the quality of the fuel because the test capsules were out of date.

Carl said no-one from the school informed him that they were out of date. Nobody contacted him and asked if he'd ordered some more. There does seem to be no willingness to engage Carl said.

We just have to accept that the flying school is going to ignore any requests. They're likely to say it's not practical to give assistance. It seems the customer has got no point of contact.

Peter said he had given the electricity board his number as they come in quite often and he can put them on to other people should he not be there.

It was reported that David Westall with his past experience gave a robust defence of the aero club. David had said the accusation was deflated. David gave the tablets a spit test and within milliseconds the tablet responded immediately turning blue. The pilot was happy and was convinced it was safe to fly.

Carl said he accepted the tablets were out of date, but way it was handled was pretty poor. We could have pulled together better and not making it an issue.

We are down to 6,000 litres of JetA1 and it might be a good time to consider what we want to do in the future.

Discussion followed

**Make more telephone contacts available**

**More mid-week helpers**

**Top it up and keep it going over the winter**

**4 Hour PPR**

**The decision was that Carl would speak to the flying school asking them to contact either Peter, Claire or himself who will deal with this.**

**8) HANGAR MANAGER'S REPORT (John Parker):**

John reported he had nothing to report.

**9) AIRFIELD REPORT (Peter Watson):**

Peter reported that the runways are getting wet again but flyable.

Peter said after speaking with Ray Nicholson he had given thought to our problems when using Runway 26 and the problems when we are busy having to hold at Bravo before back tracking.

He had IER team measure the 08 and 26 with his measuring wheel with a view to moving 08-26 either north or south in order to provide a taxi-way.

Ray is looking into the CAA wording and advice. When he has done that we will put together a proposition. Steve was passing and out of courtesy he mentioned to him the idea. Once we have looked into it and have prices we can put it to the Committee and then to the members.

If it is feasible we could have holding point Delta on 26.

**10) EVENTS REPORT (James Baldwyn):**

**James had nothing to report.**

**11) RFFS REPORT (David Westall):**

Dave Westall sent the Secretary his report asking her to read it out to Committee:

- The IER caravan has been refurbished with new carpet & racking in the small bedroom to create a kit room for IER turnout kit. This will be somewhere for duty crews to hang out & carry out theory training etc. The handheld radios & reciprocating saw charger have been relocated here.
- 5 new recruits passed out on 11<sup>th</sup> Oct bringing this year's intake to 12 with a total IER team of 24 with 2 reserve members (Carl Husain & Darren Allen) who aren't current on the rota but can offer assistance from time to time. I have upped the duty crew numbers to 3 which will include 1 inexperienced member to assist in them gaining experience. It will also give us min cover should someone call in sick etc.
- Despite Simon Cooke & my efforts, we are struggling to find an alternative fire extinguisher company to Fenland Fire Appliances. I have contacted 2 companies, neither of whom have replied. For now we will stick with FF although this did have an impact on our hot fire training session due to the cost of extinguisher replenishment.
- Mrs Wright has said she is happy for us to use the scrap Seneca airframe for rescue training. Can we confirm with Humphrey Penny that this is now scrapped? If all is ok for us to adopt it, we will need to look at somewhere to site it. I have 2 metal heating oil tanks which I am prepared to cut to size & shape for use as hot fire training bunds.

- New recruit Lee Dickins is a trained radio engineer & has identified the problem with the radio in Rescue 1. He will be sorting out the problem of channel skip within the next couple of weeks FOC.
- Once I have recovered from my op I shall be putting together some Zoom training webinars for keeping everyone current during the Covid madness.
- I shall forward the crew database which contains Next of Kin details to Martin once I have received the details back from all crew members.
- We need to look into dealing with hangar fires & the removal of airframes in the event of a fire or major fuel spill. I have asked crews to speak to club members & assist in handling aircraft so that they are used to moving aircraft safely. A recent fuel leak on the gyrocopter in the main hangar highlighted that we need to be ready to deal with incidents in the hangars as well as on the airfield.

**Peter asked for comments.**

**Committee agreed that David is doing an excellent job and wished to thank David for his work and commitment.**

**Also that he brings in other volunteers strengthening our position as a sporting club doing somethings for the local community.**

**Angelo Sapiano as an appreciation has already asked David if any of his crew are interested in flying he would be willing to fly them as a guest. Martin Williams supported this offer.**

## **12) FENLAND FLYING SCHOOL REPORT (Submitted):**

**See Annex A for the full report.**

The Chairman asked if Committee had seen the submitted flying school report. They had, commenting that this was the first sensible and remarkably conciliatory report they had seen for a long while.

The Secretary said she had sent Steve an email thanking him for his report and appreciated his recommendations, also replying to his concerns which she also sent to Committee, as follows:

*Your email 12 October 2020 didn't give much encouragement either; comments of 'misleading' and 'misrepresentation' and that this Committee has increased your fuel price (whilst reducing it for other members) and penalising those members that fly with us, is without fact as the member fuel price now equals the fuel price FFS receives - no more than the member price.*

*If you believe the fuel price is still not correct, following my previous email and that of Carl (Husain) concerning this, I would be grateful if you would let me know in order this matter might be corrected as soon as possible.*

*Also, if you believe, as Secretary, I have minuted incorrectly the FFS flying rates (as I note these have now changed), please let me know the detail and I will amend this.*

**The Committee acknowledged they had received a copy of the Secretary's email in response to the report by Steve Brown.**

**13) RUNWAYS RESTAURANT** (Kerry Allan not present):

**Apologies received; a report has not been submitted.**

The Secretary said that Kerry is looking active. We might need to do another risk assessment of the Clubhouse.

Carl said Kerry had been to one or two pub venues that had put "greenhouses" or poly-u-tunnels over the table areas outside. The biggest concern is the density of business she can have and is a concern to her ability to operate especially as the weather gets colder.

Carl reported that he asked her to identify specifically what she wanted and let this Committee know. And that Carl would put this to Committee if she didn't want to.

The Chairman said it is up to Kerry to tell us what she wants. This Committee will do what it can to protect her business. We can act on this by her making a phone call around everybody to get permission to spend the money – **the Committee felt this would not be a problem.**

The Secretary reminded the Chairman that we will be discussing commercial information in the next section and asked the Chairman and Committee if they wished to continue with Liam present (as this was a Committee Meeting not a Management Team meeting (Club Rule 5.21(b))).

**There were no objections by Committee to Liam continuing to observe.**

**14) THIRD PARTY MATTERS** (Peter Watson):

The Chairman said we left it (Committee Meeting 15 October 2020) that a letter would be sent. The Chairman asked the Secretary if we had received a reply from the Solicitor. She confirmed we had received a replay today at 5pm. There is a first draft.

The Committee met last week (15 October 2020) and agreed the licence would not be renewed; that the Landlords have confirmed in writing (09 October 2020) that consent would not be given to the flying school under our lease agreement.

The Secretary gave explanation concerning the draft letter from Mossop. She added that she is not prepared to write a letter on behalf of the Committee informing Steve Brown that the Committee will not grant him a new licence because she is not legally qualified.

**The Chairman asked for a yes or no from around the room as to whether we agree to go through a solicitor for a letter to Steve Brown as regards not renewing his licence.**

**By unanimous decision the Committee agreed that a letter would come from Mossop.**

**The Secretary read out to Committee, the first draft copy of the letter received from Mossop (full text removed).**

**The Chairman went around the room asking in principle that Committee agreed with the wording of this letter.**

Discussion followed

**The Committee were unanimous in its decision agreeing this letter, and that it should come from the solicitor (and all further communications with Fenland Flying School) and to send the following week.**

The Chairman brought to the Committee's attention that a member reminded him of Club Rule 4.6 that an EGM can be brought to elect a new Committee.

**The Chairman confirmed that the Committee agreed (with none against) to the letter going out, through Mossop.**

The Secretary said we should do a mailing telling members that Adrian Willis and the British Aviation Academy will be relocating itself to Fenland with its own training facilities and bringing aircraft. Pilot training will continue. Adrian plans classroom facilities. Let's say this (the solicitors letter) will be sent Thursday; by Tuesday I would expect to put something out (about BAA and Adrian's background) to all members first.

**There were no objections to this.**

The Chairman told Committee that because a lot of members don't read their emails he has made a document folder containing all the relevant mail outs and emails, including this Committee's invitation to Steve Brown to discuss the next five years – which Steve declines as he believes it is not necessary. The Chairman said he would give the folder to those who speak to him about this.

We have to bring the membership with us he said.

**Peter asked for comments from around the room asking if there were any objections he did that.**

Discussion followed.

**There was no objection Peter did this.**

**So long as this Committee continues to maintain the facts and not pass opinion then the Committee could not see a problem with this.**

**The Committee agreed that this outcome was regrettable.**

## **15) AOB**

**a)** Angelo Sapiano spoke about his idea flying some of the IER people. He wished to extend this to others, Kerry's people for example. To give others the opportunity on a list and to send out an email with aircraft if they wished to get involved.

The Chairman said he would get that list for Angelo.

**b)** Tim James said he and Angelo would look at the licence and this has been ignored (tonight). He also said he sent out an email about merging the daily ops with the aerodrome manual and this has gone unanswered.

With regards to the licence there are more questions than answers.

What about a toilet at the end of the hangar? But we've got an 85 year old man on his own putting this up and now it's been pulled down. Presumably he's going to get some help. We are a long way off from having accommodation for our new guest, Tim said.

Therefore we need to roll our sleeves up and look at not just the licence but the practical arrangements that go with it. A project manager would say you haven't got a project.

We have done the licence (with Claire). Angelo's passed his comments on. Let me know.

Tim explained the Aerodrome manual and the daily ops manual it is not difficult – most of this is duplicated.

**Tim proposed that we get rid of the daily operations manual and leave it as a Daily Operations Check List. The Fuel Management section can go into the Aerodrome Manual as an annex. Then the only other work is to the daily operations manual within the Aerodrome Manual itself. This was recommended to us by the CAA. We need to get on and do it, although he did recognise the Secretary has boat loads of work at the moment, but we do need to act on this in due course.**

Tim confirmed that all references to Fenland Flying School remain as before.

**c)** John Parker gave explanation about the new hangar.

He said John Wright and Dino Wright were not on the same page. With the hangar down we are Dino's page. It was in the wrong place for Dino.

He said he was in support of Angelo's idea about flying those from IER and Kerry's people.

**d)** James Baldwyn asked about a works party.

Peter said it was painting and we need to organise that when we get a dry period, also the metal work on the tower stairs.

**e)** Tim James raised topics about the runways. There are lots of ruts around, not just the runways but holding point Alpha too is very heavily rutted where the water is accumulating. Are we going to have a working party and what are we going to do.

He said you can actually see the water accumulating at the field near the runway. He was of the opinion we needed to put a ditch alongside the field down opposite Bravo and a culvert to the other side.

Peter said we had two professional land drainage companies both say all those land drains are full up with mud. They said we need to put in news ones - £65,000.

We can auger in 200-300 holes down the side through the clay, not a ditch for that field to drain off.

It would take a lot of organising so as not to upset everyone, especially those that never come to give a hand, Peter said.

Peter will make more enquiries, but it will need a lot of help from our members – all of them.

**f)** Carl said the licence for our Office 365 on the FAC computer need renewing.



**As there was no further business, the Chairman closed the meeting at 20:56hrs**

**Signed** ..... Peter Watson ..... **Date** ..... 11-11-2020 .....

**FAC Chairman**

## **ANNEX A**

### **FENLAND FLYING SCHOOL REPORT (OCTOBER 2020)**

The most recent grass cutting has highlighted a problem experienced before at this time of the year with the wetter weather. The grass cutter does tend to badly damage the surface leading to scalped muddy patches. If the grass is left a little longer over the winter months it certainly seems to help minimise wear and tear. Consequently, my recommendation would be not to have it cut again now until the Spring.

Also, whilst on the subject of the runway condition over the winter months, I'm sure we all want to do our best to preserve the surface for as long as possible. It has been noted by several members, that now the ground is becoming softer, aircraft with a small tailskid, rather than a wheel, can be seen to produce a disproportionate amount of surface damage by 'ploughing a furrow' wherever they go! My recommendation would be, to try to limit the damage caused in this way, as much as possible, over the winter months.

I'm hoping the above recommendations will stand us in good stead and keep the airfield usable for everyone, for longer.

Peter Watson mentioned to me, the other day, of looking into the possibility of moving runway 26/08 further south in order to, possibly, accommodate a taxiway and hold point at the eastern end of the runway.

This would be highly beneficial and would receive full support from the FFS. However, having the edge of the runway within 1.5 or even 3 metres of a maize crop would not be safe or practical.

My suggestion, in order to achieve a taxiway, would be to approach William Wright and see if he would be prepared to sell to the club, a strip (30 metres) of the field to the north of the runway. This would be approximately 2 acres and would hardly break the bank. Buying it directly from William (if he's prepared to do so) would also, hopefully, avoid any complications that may arise from the involvement of the landowner of the airfield? This also would preclude having to move the existing runway.

As I write this, there are, again hare-courers on the airfield with four adult males and a dog running around and terrorising the local hares. The vehicle was in the field immediately to the west of the Bravo hold point. The police have been informed, incident number 135.

Other than the above, we would appreciate a response to the email of the 12th October regarding the possible objections from the Fenland Aero Club to the renewal of a licence/agreement with the Fenland Flying School, which, has yet, to be addressed.

Kind regards,  
Steve Brown, CFI