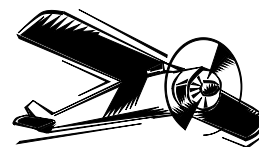


FENLAND AERO CLUB – Management Team

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 MANAGEMENT TEAM

Present:	Jeff Helm (JH), Alan Plummer (AP), David Petters (DP), Michael Humphrey (MH), Dave Capon (DC)
Others in Attendance:	Rob Rowley

MONDAY, 15 FEBRUARY 2021

Video Conference Meeting Convened 17:30

1) APOLOGIES: None

2) MATTERS ARISING

DP reported that it was difficult to progress conversations with the landlords due to lockdown and their lack of internet access. The new licence for Fenland Flying School is being drafted. JH asked if there was any progress on new hangars and the potential helicopter school interested in coming to Fenland and DP responded some temporary hangarage had been suggested but discussions will continue after lockdown.

JH thanked Neville for helping to report electric trips in the new hangars but no pattern has emerged. One problem identified is that after a power cut, each socket in bays 1 to 6 must be manually reset whereas in bay 8 the sockets automatically reset. Further progress will be made after lockdown. AP asked about the continual money we spend on electrics. JH stated that a full inspection was done in 2019 although this excluded the new hangars. The sockets are being checked every time JH visits the airfield. DC asked for Rob Rowley's opinion. Rob had seen the last inspection report and will be able to advise us further after lockdown when he is able to visit.

3) ADMIN

JH had met with Murray Spittal, Tim James, John Parker and Simon Cooke regarding the accountable manager position and Murray has kindly accepted to take over the role from David Beale with immediate effect. The CAA have been informed.

There is currently an issue with the airfield not receiving post due to the locked barrier and the post office will no longer accept informal delivery arrangements as per previous lockdowns. Redirection is expensive at around £100 per month. It was agreed to wait and if the lockdown continues a gate mounted letter box could be installed.

JH informed that a fuel tank inspection was due at the end of the month including an internal tank inspection on Jet A1. **Action AP to contact Forest Aviation.**

4) FINANCE

AP presented the accounts for January 2021 and the current year to date. The forecast loss at the end of the financial year (not including Covid grants received) will be around 10k. The club had received another £9357.14 Covid Grant from SHDC at the end of January, taking the total Covid grants received to date to 36k. With 13k already defrayed to FFS and Runways this should lead a surplus of 13k into the next financial year.

Discussions followed on further defrayments to FFS and Runways as a result of the latest grant. Further grants should be available if lockdown continues. It was unanimously agreed that carrying a 10k surplus into next year would be adequate and so a further defrayment of £1500 to FFS and £1500 to Runways should be made, provided they both continue to confirm they are not in receipt of any other Covid grants and intend to continue at Fenland after the lockdown.

AP will present a 2021/2022 budget at the March meeting.

5) AIRFIELD OPERATIONS

JH had been contacted by the VAC to pencil in a date for their annual Fenland fly-in, this will be the Tulip Fly-in on 9 May 2021.

Fenland had been contacted by Flyer magazine about advertising a free landing voucher in April. It was agreed that due to uncertainty we would defer.

JH has been contacted by Fred Hahn who is working alongside Humphrey in the E-Plane hangars and is able to carry out electrical and avionics work for members at Fenland. MH had also spoken to Humphrey who said he hopes to be able to provide airframe maintenance at Fenland in the future. DC commented that this would benefit aircraft owners greatly. JH had also enquired about the purpose built building at the end of the E-Plane hangar designed for the fire truck. Humphrey had indicated he would be prepared to sell.

DC asked whether the recent hangar contracts signed should be paying during lockdown, the consensus was they should. A discussion followed about whether empty spaces could be filled by temporary hangar contracts with the space owner's permission, as it was common practice to informally put ad-hoc aircraft in empty spaces when they are away for service etc. AP raised the problems of how it could affect our hangar insurance, we would have neither the insurance nor valuation of the temporary aircraft. DP said it could lead to disputes if the temporary owner refuses to leave the space or liability should an aircraft be damaged. DC felt an amendment to the hangar contract and/or club rules should be undertaken. **Action AP to contact our insurers for their opinion.**

Kerry had approached JH asking if there was any budget for giving the clubhouse a refresh. The tables and chairs are tired and wobbly and this has been commented by numerous members and visitors. It was thought a £1500 budget for furniture would suffice. AP said money was available but asked if the current climate was the correct time to be spending, it may be better to link to a relaunch when the airfield is planned to be reopen. MH thought £1500 wouldn't suffice. DP said the clubhouse looked dated with lots of dark wood. **Action JH to work with Kerry to formalise a proposal.**

JH stated the whole airfield needed a spruce up later in the year starting with the wobbly fences in front of the clubhouse.

6) QUESTIONS FROM ATTENDEES

Rob Rowley asked if discussions with the BAA had progressed. JH responded the management team had agreed to meet with the BAA after lockdown.

7) AOB

There was no AOB.

The meeting closed at 18:50.

Next meeting: Monday March 15, 2021 at 17:30.

Fenland Aero Club

Income and Expenditure Account

DRAFT

April 2020 to 31 January 2021

	Previously Reported 1 April 2020 to 31-Dec-20 £	January 2021 £	Year to 31-Jan-21 £	Estimated Full Year to 31-Mar-21 £
Income				
Membership Flying	15748	2186	17934	22000
Membership Associate	1381	153	1534	1850
Membership Social	681	76	757	1010
Landing Fees	4369	204	4573	4800
Parking	721	-120	601	750
New Hangars	25332	2995	28327	35500
Old Hangars	10473	784	11257	13850
Events	333	0	333	333
Donations	200	37	237	237
Other Income	484	0	484	484
Unallocated Income	1076	-707	369	0
	<u>60798</u>	<u>5608</u>	<u>66406</u>	<u>80814</u>
Fuel				
Sales	80042	1480	81522	86000
Purchases	53047	0	53047	53047
Opening Stock	23631	0	23631	23631
Less: Closing Stock	12887	-1415	11472	8027
Surplus on Fuel	<u>16251</u>	<u>65</u>	<u>16316</u>	<u>17349</u>
Fuel GP%	20.30%	4.39%	20.01%	20.17%
Gross Surplus after Fuel	<u>77049</u>	<u>5673</u>	<u>82722</u>	<u>98163</u>
Direct Expenses				
Hangar Costs	1106	119	1225	1400
Fuel Costs Tokheim	1798	200	1998	2350
Forest Aviation	1275	0	1275	2550
Pressure Testing	0	0	0	600
Other	286	25	311	500
	<u>4465</u>	<u>344</u>	<u>4809</u>	<u>7400</u>
Overheads				
Insurance	9250	1028	10278	11500
Rent	37334	4148	41482	49778
Light & Heat	4211	520	4731	5950
Airfield General Maintenance	1550	0	1550	2250
Mowing	4312	0	4312	5500
Portacabin Roof	0	1786	1786	1786
Rates	0	0	0	0
Fire Truck Repairs etc	935	0	935	1100
Printing, Stationery and Telephone	473	69	542	700
Professional Fees	500	0	500	500
Audit	0	0	0	975
Book-keeping	1510	180	1690	2200
Legal	1593	0	1593	2100
Advertising	0	0	0	0
Clubhouse Expenses	3620	0	3620	5000
Cleaning	2322	13	2335	3000
Computer & IT	336	0	336	448
Clubhouse Events	0	0	0	0
Licences	2400	87	2487	2600
Refreshments & Sundries	1634	0	1634	2000
Barclaycard Charges	1184	79	1263	1684
Depreciation	1180	131	1311	1500
Donations	337	0	337	350
	<u>74681</u>	<u>8041</u>	<u>82722</u>	<u>100921</u>
Surplus (-Deficit) for the period	-2097	-2712	-4809	-10158
Covid Support Grant Received	27000	9357	36357	36357
Less: Support to Runways and Fenland Flying School	-10000	-3000	-13000	-13000
Surplus after Grant	<u>14903</u>	<u>3645</u>	<u>18548</u>	<u>13199</u>