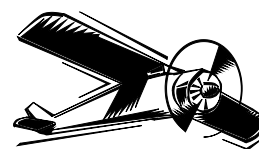


# FENLAND AERO CLUB – Management Team

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

EGCL / Tel: 01406 - 540330 / Email: [secretary@fenlandairfield.co.uk](mailto:secretary@fenlandairfield.co.uk)



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

<b>Present:</b>	David Petters (DP), Liam Leys (LL), Jeff Helm (JH), Braden Connolly (BC), Paul Brian (PB), Rynardt Spies (RS), Tony Short (TS), Crosby Johnson (CJ), Phil Parsons (PP), Guillaume Dhoore (GD), Steve Brown (SB), Kerry Allen (KA)
<b>Others in Attendance:</b>	

**THURSDAY, 22 JULY 2021 19:30**

### 1) SAFETY MEETING

A recent engine failure on takeoff has raised the issue of where the fire truck is kept during the week and whether the fire truck can be used by members. It was agreed the fire truck should be available outside during the week, even if the truck is not driven to an incident the fire extinguishers are available on the back of the truck. LL said there are many ex-IER members that have had previous training. This issue will be taken forwards by the new IER manager.

TS asked to raise that PB and DP should not be on the committee due to their interest in the flying school. It was noted that all members had an opportunity to vote to elect their committee at the recent AGM and this issue had been dealt with.

### 2) APOLOGIES: None

### 3) ELECTION OF ROLES

Chairman: RS proposed DP, PP seconded DP. LL proposed himself, BC seconded LL. A vote was taken, DP was elected as Chairman.

Vice-Chairman: JH proposed LL, PB seconded LL. LL was elected as Vice-Chairman.

Treasurer: BC proposed himself, PB seconded BC. BC was elected as Treasurer.

Fuel Manager: SB was appointed as Fuel Manager with JH to help with the technical aspects.

Hangar Manager: RS was appointed as Hangar Manager.

IER Manager: LL was appointed as IER Manager.

Events Manager: TS was appointed as Events Manager.

Airside/Non-airside Manager: This role will be jointly owned by the Committee.

Safety Manager: PB was appointed as Safety Manager.

**Action JH to create a “Who’s who” of the committee roles for the members.**

It was agreed to ensure all the committee have a @fenlandairfield.co.uk email address for club business. **Action JH to create @fenlandairfield.co.uk email addresses.**

Club rules 4.16 and 5.4 require the committee to sign a declaration that they will act in good faith and in the members’ best interest. **Action ALL to write a draft declaration.**

JH asked whether the lack of a president affects the dispute process. DP replied that the revised rule 2.9 specifies an agreed arbitrator.

JH asked whether the committee should write a manifest of target work items throughout the year to keep the members updated. It was agreed this was a good idea to help with transparency. PB suggested we ask the members for their suggestions so that they can all be prioritised.

#### **4) MATTERS ARISING**

JH stated that all outstanding issues from the previous management team are included on the agenda so that new owners can be allocated.

#### **5) CLUB ADMINISTRATION**

JH welcomed new members Lee Dickens (IER), Keith Wilson (social), John Silvester (flying), Stu Lambert (flying), Nicolas Bick (flying), Sunil Bakshi (flying), Darran Allen (flying), James Ingamells (flying), Fiona Carter (social), Toby Kiely (flying), Mahesh Pasapula (flying), David Binswanger (flying), Ade Thomas (flying), Gary Livings (flying).

The annual gas check and septic tank emptying is required. **Action JH to arrange with Kerry.**

JH reported that the revised club rules from the AGM have been updated on the FAC website.

JH asked if the committee minutes could be published on the website and noticeboard prior to the following meeting, to avoid a one month delay. A process was agreed for DP to approve the minutes followed by committee approval by email.

A number of members had asked if the outcome of the 2.9 proceedings will be published. It was agreed to state that 1 member had had their membership revoked, two members were suspended for 12 months, one member suspended for 4 months, one member suspended for 3 months and 2 written warnings were given.

JH briefed the committee on a formal complaint received from Mike Caskey and David Squire about damage to their CAP. Discussion followed. It was agreed that as lawyers were the involved, the club cannot get involved until the legal case concludes. **Action JH to write back to Mike and David.**

JH had received 4 complaints regarding emails to members from Alan Gray, with members asking how Alan had received their email address. Although most had emailed Alan direct in his capacity as President, one member had zero contact with Alan. Alan has never had access to membership lists. **Action TS to follow up with Alan Gray.**

The club had received a pre-action letter from Claire Buckley's solicitor regarding the 2.9 proceedings. PB responded that the members voted at the AGM not to exonerate the 2.9 proceedings and therefore as a committee our hands are tied, we cannot go against the members. JH had spoken to the solicitor of our insurance company and professional advice given. BC suggested a review of the 2.9 proceedings by the new committee. TS asked what Claire Buckley had done, it was suggested he should read the full report. TS replied he hadn't read the full report as it was a waste of time. **Action LL to review the accusations in the solicitor letter. Action DP to reply to the solicitor.**

The club had received a complaint letter from Martin Buckley, the first point was a reference at the AGM when it was stated multiple rules were changed by the previous committee, the second point was the members Facebook group should be policed by the committee to avoid abuse. Discussion followed and it was stated the aerodrome manual is part of the club rules and constitution. **Action BC to respond to Martin. Action BC to add a post to the members Facebook group to ask members to treat each other with respect on a public forum.**

JH asked DP to replace John Parker as a cheque signatory, this was agreed. The FAC Licensing Ltd directors and shareholders need replacing. JH suggested the 2 shareholders should be life members and the FAC Licensing Ltd Managing Director should be a committee member given they have overall responsibility for the safe and efficient running of Fenland Aerodrome. It was agreed

LL would be the FAC Licensing Ltd Managing Director. **Action JH to ask Ray Nicholson and Simon Cooke to be FAC Licensing Ltd shareholders.**

## 6) FINANCE

JH presented the June accounts. Membership income is 28k vs a 22k budget. Fuel income is 43k vs an annual budget of 100k. Our annual rates are £1215 due to Covid relief (usually 6k). In addition we have received the planned SHDC “restart grant” of 12k, already allocated against reduced fuel markups for the year. Current account balance £52,834, savings £75k. BC asked if the rules define how/if the 75k can be invested and will investigate further. The insurance is due August and JH is meeting the insurers and the landlords next week. Mrs Wright has requested we increase our liability insurance from 5 million to 10 million.

## 7) FUEL

**Action JH to book precision tank testing and fuel station electrical inspection.** The Jet A1 gantry specification (diagram) has been received from Frosts. The gantry cost of £1790 was approved. Due to the increased cost of 100LL with our latest order, to retain our existing markups an additional 5ppl will need to be added to the sales price.

## 8) SAFETY MATTERS

Outstanding items from previous meetings to handover to PB:

Soil pile at the side of 08 to be levelled out

Runway laser survey to identify dips and monitor over time

Airfield signage to be refreshed

Clubhouse light post to be removed

Airfield walkaround to identify jobs to be done

Extending the 26 taxiway

## 9) AIRFIELD GENERAL

Mrs Wright has written to the new committee to request us to put new sheets on the rear of the old hangar and clean the rear of the new hangars. **Action RS to review.** Mrs Wright would like us to hide the rubbish bins and either sell her the IER caravan or move it, so she can have a watchman. A discussion followed on the footprint we lease and the legalities of having a watchman. **Action BC to respond to Mrs Wright after the next committee meeting.**

## 10) IER/RFFS

JH reported that our fire extinguisher service is booked for July 30. LL informed the committee that the number of IER volunteers is down to 9 people. **Action LL to email the members to encourage them to volunteer for IER.**

### **11) HANGARS**

Outstanding items from previous meetings to handover to RS:

Formalise regular inspections of the hangars

Ensure all hangar contracts are completed

Ensure the club has up to date copies of aircraft insurance

Replace the power sockets in the hangars with latching RCDs

Investigate options to stop water drips and wet floors in the new hangars

### **12) EVENTS**

30 chipmunks are booked in for the 75<sup>th</sup> anniversary flyin next weekend. Kerry is having a BBQ on the Saturday from 3pm. JH asked if we intended to have a Wings and Wheels event this year. It was decided not to have a Wings and Wheels this year. JH had been contacted by Flyer magazine to ask if we wanted to advertise a free landing voucher in September, this was agreed.

Our insurance company would like to see a risk assessment for all events. **Action JH to produce a generic risk assessment for events.**

### **13) FENLAND FLYING SCHOOL**

The licence has been extended for 5 years by the outcome of the AGM. The terms and conditions of the licence will be reviewed at the next meeting.

### **14) AOB**

Letters to members from Mrs Wright and Jim Blaylock were discussed including how we can bring all the members back together and stop libellous comments from being published. BC suggested he and TS meet with the landlords to discuss the letter, prior to a formal response.

JH will give all the committee access to Dropbox.

The meeting closed at 21:55.

Date of next meeting: Thursday 26 August 2021 19:00 (every 4<sup>th</sup> Thursday of the month)