

FENLAND AERO CLUB – Committee

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MINUTES OF THE MEETING OF THE FENLAND AERO CLUB COMMITTEE Wednesday 21st September 2022 19:00

Present:	David Petters (DP), Braden Connolly (BC), Jeff Helm (JH), Robin Hoile (RH), Graham Kiddy (GK), Steve Brown (SB), Ziggy Krasa (ZK)
Remote:	Peter Begley (PB), Oliver Wheeldon (OW), Colin Albone (CA), Abi Kilian (AK)

AGENDA OF THE SAFETY MEETING OF THE FENLAND AERO CLUB WEDNESDAY 21 SEPTEMBER 2022

1. TBC

Nothing raised from SB.

DP raised the crash / the pilot who ran out of fuel. The room agreed if this happens again they will file an MOR.

AGENDA OF THE COMMITTEE MEETING OF THE FENLAND AERO CLUB WEDNESDAY 21 SEPTEMBER 2022

2. Apologies

Rynardt Spies, David Capon, Kerry Allen, Phil Parsons.

3. Minutes of previous meeting

JH confirmed these were signed off electronically. BC asked for anyone not at the meetings to be emailed with their actions in future.

4. Matters arising

a. Lincs Fire and Rescue audit (elec, tank lids, standing water, vent numbering)

JH led this section - Lincs Fire and Rescue did an audit in the week and will be back in 4 years time. She raised the electrical certificate, the water at the top of the tank, the corrosion on the lids and lastly the three vents on the path are not numbered. JH said he is not sure how to work out which vent leads to which tank but we need to fix this. Processes were all fine.

Action: JH to look at signage in regards to the vents on the path being linked and numbered

JH and BC will look at the standing water and drainage issue.

b. A/G training (DP)

DP confirmed the first course lead by SB is booked for Friday with 6 signed up. These consist of IER members and ex airground operators. There are 2 courses running - a beginners course and the following week a course for everyone.

5. Club administration (Secretary - JH)

a. New members

No new members this month.

b. Work schedule items

Nothing to schedule.

c. Airfield lease renewal

Mrs Wright had approached JH to ask for the club to sign a new lease on the same terms.

BC - suggested getting a new 10 year lease drafted and putting it to the Wrights for review.

JH questioned the cost of a solicitor drafting a new lease. DP said investing in it sounds sensible.

OW was in favour of getting a new lease written up and said it would likely cost approx £3k plus VAT.

ACTION:

BC will look into getting a new lease drafted via a solicitor; BC will talk with a solicitor friend in the first instance and bring it back to the committee to see if they want to engage with a solicitor to start drafting.

SB asked about the container and the 3 feet gap between the container and the wall where the disabled parking sign is. DP confirmed Mr Wright has been asked to remove the container if he isn't going to lease it to us.

6. Finance (Treasurer - BC)

a. Insurance renewal

Year to date we have lost £18,000 - part of that is due to the insurance renewal at £13,500 which accounts for the majority of it. We have reserves but we can't continue how we are year after year. The objective was to secure a renewal that was at a similar price to last year (last year it was c£12,000), this year it will be c£18,000/£19,000 meaning around a 50% increase across all of the policies. The brokers consulted the whole market and worked hard with our insurers. DP thanked BC for his hard work on this.

BC raised the principle of Gift Aid. In summary you can charge admission to your premises and offer an optional entry price of 10% more than general admission and you can claim gift aid on the whole amount. I.e if our regular landing fee was £9 but our suggested landing fee was £10 we could reclaim £2.50 in tax. BC said we would all have to agree that the landing fee equals cost of admission to the airfield. BC hasn't seen this in any other airfield.

BC confirmed we would have to upgrade the signing in system to an electronic registration so people can pick their landing fee charge (standard or suggested). DP seconded this.

DP asked if there were any questions to which there were none.

Action:

BC will do the background work on Gift Aid and the landing fees.

7. Fuel (Fuel manager - JH)

a. UL91 price

We had a 100L delivery and it has gone down 30p a litre inc VAT.

UL91 price hasn't gone down so JH needs to change this and will when Tokheim gets back to him.

8. Safety matters (GK)

Nothing to note. DP asked if anyone had anything.

CA raised the fencing and snagging report and that he didn't hear anything back.

DP confirmed the fence snag list does need to be looked at with the contractor. DC is working on the signs.

9. Airfield general (Airside/non-airside manager - ZK)

a. Sprayer

DP confirmed in the last committee it was agreed to buy the more expensive sprayer.

BC noted that when RH and BC were outside they noted there is concrete underneath the chalk already and suggested we just paint the concrete before we spend money on a sprayer. If there are concrete pads everywhere we are better painting directly onto them.

BC asked SB in his next runway inspection to double check if there is concrete under 0826. If there isn't concrete there then we buy the sprayer.

PB and RH agreed you always need a sprayer regardless and it was agreed that DC buy the sprayer.

ACTION:

DC to buy the sprayer.

SB in his next runway inspection to check if there is concrete under 08/26.

b. Reminder to members to lock barrier

DP to add into the next newsletter a section around locking the barrier. You should be locking the barrier if the flying school isn't in and it's after 5pm or a Monday you should lock the barrier when you leave even if there are cars in the carpark.

Action: DP to add into the next newsletter a section re locking the barrier ... 'If the flying school isn't in and it's after 5pm or a Monday you should lock the barrier when you leave even if there are cars in the carpark'.

SB raised the vegetation in the carpark and it's looking rather messy.

DP raised the potential of getting a lighted windsock and questioned if we still wanted one. It can be an unmanned radio with a lighted windsock at night. The mast and the sock only would cost around £2,000. BC said due to our financial situation let's defer to next year, DP agreed to this.

OW put in a request for a checklist to be available in the school re runway lights and checks. You cannot undertake night flying until someone has undertaken and documented this. DP confirmed between us we will get the paperwork in order. OW confirmed checks need to be done before your first period of flying and weekly thereafter. It should be in the manual that JH updated and a copy of the manual should be with the flying school. BC suggested asking the IER team to check and record the lights along with their runway inspection checks they undertake. JH stated that SB to do the night flying checks weekly along with this.

JH mentioned that the CAA rang up JH and they have a new offer on their new GNSS approach, you get 75% off your cost to set up your GNSS approach. They asked if we wanted to apply for it. JH said it would be beneficial but it might still cost thousands. JH asked if it was worth pursuing or not.

OW said there is an AOG mtg coming up and will raise it with them. JH asked to find out if more airfields are looking at taking this up or not.

ZK checked the lamps outside and has spoken with DC. There are 3 light bulbs and 1 lamp which needs to be changed. 6 light bulbs in the toilets need to be changed. All outside lamps on new hangars and old hangars are LED already. DP suggested going full LED across the site if budget allows as they are the most energy efficient.

ZK questioned if we go forward with the 4 extra lights and noted we will also need a cherry picker as the platform is not safe. DP asked if we can change light fittings or do we need a professional. ZK confirmed light bulbs we can change by ourselves. JH asked who would be liable if it was misfitted and caused

damage. BC said we might not legally have to use an electrician but we probably should and this should be a clause in our policy. Ziggy stated we would need someone with a license and to be able to operate a cherry picker too. JH confirmed he would get Ricky to quote for the work and come back to the committee. DP asked for comments re lighting to which there were none.

ACTION:

JH to get a quote from Ricky for the lighting works and come back to the committee with the quote.

OW to raise at the AOG mtg the potential of the CAA's GMSS approach and if more airfields are taking this up

10. IER/RFFS (IER manager)

JH confirmed volunteers are scarce.

OW had a conversation with Jaz - she hasn't closed down the runway and taxiway findings. Jaz is still concerned about the runway strips down the side and we aren't legally compliant with CAP 168. Ongoing discussion to be had. Two matters to be resolved - JH and OW to fill out the form with details of the runway and resubmit in the next week or two. Second matter is the IER response time is still an issue with us not benchmarking response times. OW suggests doing some trials, setting a benchmark and doing it annually internally so we know we are maintaining our standard. OW asked for thoughts. DP and the room agreed. No time limit on this but it needs to get sorted.

OW mentioned the new luminated windsock to which DP said it needs to be re-discussed before raising it with Jaz/CAA.

Action: JH and OW to look at the runway form and resubmit in the next week or two.

11. Hangars (Hangar manager - PB)

PB and RS had a catch up and he agreed he would keep his hand in and support. RS was working on the waiting list re hangars and questioned if we could be smarter with wingspan etc and will work with PB in the background.

In terms of the waiting list we have shifted the pallets of chalk to the outside which meant we could squeeze a Chipmunk in the old hangar.

There is at least a full skips worth of old rubbish in the new and old hangars from previous residents. PB has been quoted £285 for a 6 cubic yard skip. PB is happy to lead a work party if the committee is happy with the cost of the skip. PB asked if anyone knew of anyone locally who might come in at a better price.

JH/SB suggested to ask Tim Dighton about skips as he has his own skips and we would probably get a good deal. We might also be able to have the skip for a bit longer if we go via Tim. BC said not to forget the yard behind the kitchen which will need to be skipped.

JH stated to get a skip regardless and we can approve in principle that a skip shall be hired to which no one had any objections with.

DP confirmed he will drop Tim an email.

ACTION:

DP to drop Tim Dighton an email re getting a skip at Fenland.

PB to get a working party confirmed to help with loading up the skip.

a. Lighting

As discussed in Ziggys update under (9. Airfield general (Airside/non-airside manager - ZK)

b. Rear of Bay 7

JH led this section - Mr Wright approached him questioning why Bay 7 in the new hangars has some weird black stripes going all the way down it (all the others are clean). The sheets are all the same but this has gotten worse over the last year. JH thought it was weird that Bay 6 and 8 have not been affected and it's just Bay 7. Mr Wright said it's our responsibility to sort to which JH agreed.

DP asked about the Ivy and questioned which Bay was affected in the new hangars. Weed killer was suggested to use to tackle this.

PB confirmed there are around 10 people on the waiting list for the new hangars.

ZK raised CCTV. JH confirmed it is recording but remote access is broken. BC confirmed people shouldn't be looking at it remotely.

JH asked PB if he had spoken to the people barricading around the CAP. PB confirmed it is ongoing.

SB raised polytunnel hangars on the parking area. DP confirmed he had previously got some quotes and one company was £16,000 and one on £24,000 and that was 6 years ago. JH said it should take around 7 years to get the money back but permission is the issue from the Wrights and where to put them. DP confirmed we need it where the new hangars are, on the parking area will restrict helicopter movements to the JetA1.

12. Events (Events manager)

DP confirmed it is Aerobatics this weekend.

DP asked if there is appetite to run an airshow next year. If we decide we want to go ahead with it , we need to pick a date soon that is at least 6 months away. We would need to talk with the local SAG council and be prepared for the paperwork including risk assessments etc. DP flagged the issue re land for a big scale event.

BC concern is the effort that is needed to be put in and everyone has outside commitments and very few

other volunteers step forward.

OW stated that given the ongoing issues we should stabilise things and engage with the members with fly ins and outs and park the air display for the next 12 months.

PB shared his opposing view and thinks an airshow would appeal with the locals and boost perception of Fenland with the non flying community. PB thinks it is worth persevering.

BC said we don't see enough uptake from volunteers to get this going, to which OW informed the committee that you need an Event organiser and until you have one of those you can't move forward.

DP confirmed to defer events for another month and stick with fly ins and asked the committee to be thinking of other revenue streams and to put the airshow to bed. ZK suggested an open day and OW suggested ground events for Veterans / Terminally ill children to raise awareness.

13. Fenland Flying School (SB)

a. Poppy dropping?

SB raised the point that certain procedures that are required to be followed when operating aircraft at Fenland, do not appear to be detailed in the Aerodrome Manual. SB has sent JH details to be incorporated and also requested that new members make themselves familiar with the Aerodrome Manual.

SB also raised the radio being broken - potential arial issue. JH confirmed he will get Lee on it.

SB raised the request of poppy dropping. He wants a formation of aeroplanes with one dropping the poppies. DP said he would need an article 86 exemption for formation of prearranged crowds and an exemption for dropping out of an aircraft from the CAA. A lot of poppies would be required.

OW stated that poppy dropping is often exempted. You might need an article 86 but don't necessarily need a dropping exemption. We could use a Chipmunk or Cessna. The issue is the volume of poppies. The amount of poppies you would need would be in the tens of thousands to be able to see it from the ground and he questioned if they understood how much it would cost before even looking at exemptions. OW suggested to ask Tony what the procedure is around this and it would be good to know the cost etc for future.

ACTION:

JH to talk with Lee to look at the radio.

DP / OW to speak with Tony re procedure for poppy dropping.

SB raised a point around the committee getting a reputation of double standards; If you run your business from the aerodrome you need a license agreement and some members are doing so without an agreement (Angelo). SB said these people should be proper shareholders.

DP will talk with Angelo. BC said we have the same issue with another member we know of.

ACTION:

DP to talk with Angelo regarding turning their members into shareholders (5% share) as he cant run a business out of the airfield.

14. Runways Restaurant (Kerry Allen)

a. Subcommittee feedback

JH led this section and stated there was only one person that suited out of the 5 applicants they had to run the restaurant.

BC was really impressed with the chosen applicant. He had a good attitude, had experience, he showed interest in promotion of the restaurant (family days), commitment to opening hours and he was clear he would maintain a minimum staffing level. BC suggested we might have someone here who could head up some small events too.

Sub committee recommendation is that this is the guy we want to move forward with.

JH suggested using the probation period in case his food isn't up to standard. BC suggested he cooks a meal or two for a few of the committee to see the standard of his food.

JH said the applicant was keen for an answer.

DP confirmed any new license needs landlord consent.

BC confirmed his proposal stated that he wouldn't contribute to utilities in year 1. BC said he would have to buy his own gas but electricity comes from Fenland. JH stated that we need to agree the terms of the license.

CA asked to clarify certain sections in the license agreement such as the tv license and telephone line. JH confirmed we don't have a tv or license anymore and confirmed it doesn't cost us any extra to have the telephone line.

CA questioned if they are going ahead with Clause 23 in regards to an agreed percentage of turnover? JH said that we need to set a timeframe, decide if we base it on turnover or profit etc.

BC said the practical thing to do after year one is to look at accounts, turn over, profit and what's been paid to individuals at the restaurant and agree a percentage of turnover for the following year and do an annual review of this.

JH stated the need to change the license agreement re cleaning and include that they expect the new owner of the license to take on the cleaning. CA suggested adding in a clause that someone from the committee do a monthly inspection to make sure things are to standard. BC said this was a good idea.

OW asked if there was a mandatory number of days the restaurant will be open? BC said if the proposed applicant said they will open the same as the flying school we would include that in the contract as a minimum.

DP asked next steps for this. BC stated we need to redraft the license and offer the guy the position.

DP asked if there were any objections to approving the sub committee suggestion. Everyone agreed to it and it was approved.

b. Licence

BC and JH suggested one of them gives the chosen applicant a call and one drafts the license.

ACTION:

BC to offer the applicant the position

BC, JH, DP to draft the license.

15. Questions from attendees

None.

16. AOB

OW asked for an Accountable Manager section to be added to future agendas.

17. Date of next meeting

Tuesday 18th October 2022 at 7pm.

18. Closure of meeting

Meeting closed at 2114