

FENLAND AERO CLUB Committee

Fenland Airfield, Jekils Bank, Holbeach St Johns Spalding, PE12 8RQ
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MINUTES OF THE MEETING OF THE FENLAND AERO CLUB COMMITTEE Friday 25th November 2022 18:00

Present:	David Petters (DP), Braden Connolly (BC), Jeff Helm (JH), Robin Hoile (RH), Steve Brown (SB), Dave Capon (DC), Ziggy Krasa (ZK), Rynardt Spies (RS), Graham Ziddy (GK), Steve Goundry (SG)
Remote:	Colin Albone (CA), Pete Begley (PB)
Others in attendance:	Jon Higgins

AGENDA OF THE SAFETY MEETING OF THE FENLAND AERO CLUB FRIDAY 25 NOVEMBER 2022

SB had filed an MOR due to a non radio single seat aircraft entering 26 whilst another aircraft was taking off. The non radio pilot was not aware that there was no taxiway between Hold Bravo and the 26 threshold and that aircraft are required to backtrack 26. The pilot also did not complete the movement log. DP reported that the CAA had already emailed the accountable manager to perform an investigation including root cause and remedial actions. A discussion took place on airfield signage, taxiways and unclear notes in our AIP entry and AirPilot. SB noted that he had already requested the aerodrome manual to include specifics on backtracking 26.

Action GK to lead the investigation.

AGENDA OF THE COMMITTEE MEETING OF THE FENLAND AERO CLUB FRIDAY 25 NOVEMBER 2022

Note: some of the agenda items were discussed out of sequence, so for the purpose of the minutes these have been minuted in the normal sequence.

2. Apologies

Phil Parsons

3. Minutes of previous meeting

DP confirmed these were signed off electronically.

4. Matters arising (JH)

None

5. Club administration (Secretary - JH)

a. New members

JH confirmed there had been two new flying members - Ryan Rudd and Martin Flanigan.

6. Finance (Treasurer - BC)

BC proposed that in order to increase membership income, we could offer a £5 one-off referral fee for every **new** member brought into the club. We need to be careful of the CASC non-participant member limits but we are a long way from the limit. Any referral payments to members would be a discount in their next year membership. This would encourage members, the flying school and the restaurant to sign up new members. This was agreed unanimously and to start from December 1.

Action JH to update membership form to include referral details.

Action DP to include the referral information in the next newsletter.

A member had asked the committee to discuss the recent banking scam that cost the LAA 65k and whether FAC banking procedures put the club at risk. JH replied that both he and Mel (our bookkeeper) can pay bills with a 7.5k daily limit, but no secondary approval is required. It was felt that secondary payment approval would put the club in a safer position, payments by Mel to be approved by JH/DP or BC, and payments by JH to be approved by Mel/DP or BC. BC thought this could be configured in HSBC online banking with no manual overhead.

Action JH to set up HSBC banking for secondary payment approval.

7. Fuel (Fuel manager - JH)

JH reported that the recent 100LL order is +18ppl and that the price would be passed on at the pumps once we reach the new stock levels.

8. Safety matters (GK)

BC reported that our insurers had recently finalised a claim for injury from 2018 and it was noted at the time that we don't have a non airside inspection regime in place, and we still don't. It was agreed we should have a formal monthly non airside inspection including the hangars and records kept. We should all be reminded to report anything that is a potential non airside safety issue, using the safety forms.

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

Anglian Water recently did an airfield inspection and we were non-compliant 1) outside taps need double check valves 2) the dishwasher needs backflow prevention and 3) the water in the urinals was running constantly. They will return on January 17 for a reinspection.

Action ZK to ensure the remedial work is carried out.

JH shared the aerodrome manual updates proposed by SB to document existing procedures relating to the circuit and taxiing. It was also proposed to disallow aerobatics in the ATZ unless a NOTAM has been issued. The proposed updates were approved.

Action JH to publish the updated aerodrome manual.

The pot holes in the car park were raised. Previously they had been filled with gravel which has lasted several months but the holes have returned and need fixing.

Revised airside/non airside signs were discussed and a detailed list will be brought to a future meeting for approval.

10. IER/RFFS (IER manager) (JH)

JH had been asked to raise the missing rear section of the fire truck exhaust and whether a replacement could be fitted asap to avoid fumes in the cab. The Landrover clutch is still problematic.

Action PB to follow up on a new truck exhaust.

11. Hangars (Hangar manager - PB)

PB noted that the condensation and leaks in the new hangars had been raised again by members. A discussion followed. We need professional advice for long term fixes, but maybe we can fill some of the holes in the roof in the meantime from the inside using a scaffolding tower.

Action PB to investigate any quick fixes to the new hangars.

12. Events (Events manager)

CA had spoken to the farmer that owns the fields immediately north of the airfield, for potential car parking at a 2023 Wings and Wheels. The most suitable date would be the end of August or beginning of September between harvest and ploughing. DP said the bank holiday weekend in August could work. CA suggested a subcommittee should be formed to take the event forwards, it was agreed to include CA/DP/SG/SB.

DP asked SG whether we could have a members Christmas meal on Tuesday December 20, with a possible fly-in during the day with brass band.

Action JH/DP/SG to organise.

The British Aerobatics Association emailed JH suggesting June 24/25 for their next event. A general discussion followed about aerobatics noise and whether members really wanted aerobatics at Fenland. DP had also been contacted to see whether Fenland would like to host a permanent display box with restricted slots, to bring in additional income for the club. With a difference of opinions from the committee, it was felt the best solution would be to ask the members through a formal survey.

Action BC to write survey questions for sending to the members by JH.

13. Fenland Flying School (SB)

SB reminded all members to check their pilot licences are current, as it is easy to forget.

14. Runways Restaurant (SG)

The committee welcomed SG to his first meeting. SG replied that members had been very welcoming. He said there had been a few teething issues due to unexpected demand, but things have improved and the restaurant is receiving a lot of positive comments. SG has passed the premises (alcohol) licence transfer forms to JH to send to SDHC, but this will take SDHC a few weeks to process due to police checks.

15. AOB

JH noted that our AIP entry states that we are open until 5pm in the winter or sunset, whichever is earlier, versus our website that says we are open until 4pm in the winter. It was agreed we should align the two in future.

16. Date of next meeting

Wednesday December 14 @ 18:00.

17. Closure of meeting

Meeting closed at 20:28