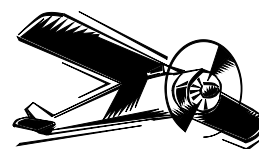


FENLAND AERO CLUB – Management Team

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

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MINUTES OF THE MEETING OF THE FENLAND AERO CLUB MANAGEMENT TEAM

Present:	Oliver Wheeldon (OW), Ziggy Krasa (ZK), Jeff Helm (JH), Steve Brown (SB)
Others in Attendance:	Lisa Brian (LB), Lee Dickins (LD), Josh Brown (JB), Rynardt Spies (RS), Pete Suckow (PS)

MONDAY, 13 JANUARY 2025 @ 18:30

1) APOLOGIES: Peter Begley

2) SAFETY MEETING (chaired by CFI - safety forms and safety issues)

No issues reported.

3) MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 09 December 2024 were published to the website on 11 December.

4) UPDATES ON ACTIONS FROM PREVIOUS MEETINGS

OW asked if the new windsocks on order were brighter in colour, as there was concern the current windsocks were redder than previously. JH confirmed the order is for BS Standard International Orange and LD and PS will arrange fitting.

5) CLUB ADMINISTRATION AND MEMBERSHIP

LB asked for clarification on pro-rata membership payments, JB replied that all membership types had been changed to pro-rata last year. One suggestion was to ask for the following year's membership if joining after January. JH noted that asking for membership in advance adds to the bookkeeper's admin burden for prepayments. It was decided not to make any changes given the small number of associate and social members joining in the last quarter of the financial year.

6) FINANCE

JH reported a quiet month of spending, bank balance is £67,249.47. Electricity costs will be slightly higher than budgeted as we had not submitted a meter reading since the AGM. Scottish Power

had also mixed up the two meter readings which is in the process of being resolved. Runways will now be invoiced at 75% of the clubhouse electricity usage.

7) FUEL

If we decide to stop selling UL91, JH had spoken to Tokheim and it will cost around £100 to reconfigure the payment terminal for two pumps of 100LL. Forest will drain the remaining 200 litres in the UL91 tank, we will need a new pump sticker and then updating of the AIP, Pooleys etc. LB asked if visitors will miss the UL91, it was felt the number of airfields now selling UL91 is minimal and whilst the cost of 100LL and UL91 used to be the same, UL91 now has a buy price of 30ppl more.

A discussion followed whether all refuelling with jerry cans should be done at the fuel apron instead of outside the hangars, and whether we had sufficient risk assessments. **Action JH to review jerry can refuelling risk assessments.**

It was agreed to proceed to switch the UL91 tank to 100LL.

8) AIRSIDE AND ACCOUNTABLE MANAGER

JH had received an email proposal regarding the refuelling of Chinooks at Fenland. A management company will provide the tank and the fuel, we will be responsible for dispensing and receive a pence per litre commission. Whilst it could provide a healthy income for the club, questions were raised over the dispensing and whether there would be a suitable hardstanding area to minimise any potential damage from rotor downwash. JH had responded to the email with questions, but no reply as yet.

9) IER/RFFS AND A/G RADIO

JB and LB have moved the ROCC records to Google Drive. JB is writing a Basecamp user guide and onboarding ROCC and IER members, which will allow both rotas to be stored in Basecamp. OW and JH have been added to the ROCC WhatsApp group.

Ray Nicholson had spoken to JH to request returning to the tower and managing the rota. This was welcomed by everyone. LB asked if we could have tower representation at the management team meetings.

PS needs around 6 IER members first aid trained, LD will follow up.

ZK will replace the cracked glass in the tower.

10) NON-AIRSIDE

JH had received a quote regarding robotic mowers. At 52k for two mowers to cover the airfield, the technology isn't yet cost effective.

OW had sent JH and ZK a draft of a revised accountable manager job description, this needs to be reviewed. **Action JH and ZK to review the accountable manager job description.**

SB noted that the 26/08 runway markings need redoing. **Action LD and ZK to weedkiller the markings, JH to order more weedkiller.**

The light in the car park was damaged by a delivery vehicle over Christmas. ZK has spoken to the delivery company and they are claiming on their insurance.

JH reported that the CCTV system has been awaiting replacement for many years, and numerous cameras are no longer working. A new system could also provide coverage inside the hangars.

Action JH and JB to present a quote for replacement CCTV at the next meeting.

The waste company often attempt to collect the bins when the airfield is closed, ZK will be amending the front barrier to support the existing keys for members and also a combination padlock for contractors. **Action JH to enquire if we can purchase two new padlocks that work with the green dot key but also a different key.**

11) HANGARS

Nothing to report.

12) EVENTS

JH had not received any member responses to lead Wings and Wheels 2025. JB suggested setting up a subcommittee to start the preparations. Limited car parking is the biggest concern. OW asked why W&W doesn't cover the whole weekend which would allow pilots to camp and gives us more flexibility with the weather. It was agreed to extend Wheel and Wheels 2025 to Saturday August 23 and Sunday August 24.

Pooleys Dusk to Dawn has recently been announced and OW asked if Fenland could be incorporated into the event somehow.

Action JB to set up a Basecamp project for Wings and Wheels 2025.

13) FENLAND FLYING SCHOOL

SB and LB are away February 11/12/13, so the flying school is likely to be closed. JH will ensure fuel checks are done.

14) RUNWAYS RESTAURANT

No representation.

15) QUESTIONS FROM ATTENDEES AND AOB

JB raised the outstanding action of investigating the drainage pipe across 26 at Bravo. Lining the pipe is one option, rerouting the pipe by Charlie is a second option. We will need a plan to be approved by the drainage board.

OW noted that the next CAA audit will be in March and we should try and resolve any outstanding issues over the next couple of months that the CAA might raise.

OW asked about the move to a limited company and a discussion followed. This is an outstanding action with JH to progress.

LB had received a couple of complaints that people can't get through on the phones. JH replied that we have to move to a VOIP (internet phone) solution anyway in the next couple of years as the analogue lines are being turned off. This could also resolve the issue of the no-one being available at the airfield to answer the phone as a VOIP solution would use a combination of traditional handsets and virtual apps. Ideally we can find a solution that gives a not for profit discount. **Action JH and JB to investigate a VOIP solution.**

OW asked if revised hangar lighting could be added to the list of 2025/2026 projects. JH will find the existing quotes.

LB suggested we email the members with our plans. OW suggested a winter social event for members. **Action ZK to speak to Karolina to organise an event.**

OW suggested we try and organise a members' spring flyout. **Action JH add a poll to the next newsletter.**

The meeting closed at 20:40.

Date of next meeting: w/c February 17, 2025 (TBC)