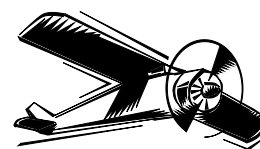


# FENLAND AERO CLUB

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

<b>Present:</b>	Ziggy Krasa (ZK), Josh Brown (JB), Jeff Helm (JH) Steve Brown (SB), Heidi Barrett (HB)
<b>Others in Attendance:</b>	Lee Dickens (LD), Annette McCarthy (AMC), Andy Blewett (AB), Simon Cooke (SC)

### MONDAY, 07 MAY 2026 @ 18:30

**1) APOLOGIES:** David Petters (DP), Pete Begley (PB)

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

SB reported multiple occurrences of FOD across the parking area, taxiways and ditch, that appears to have blown in from the landlord's yard. HB has spoken to Mr Wright who will clear the remainder of the debris. **Action JH to write to the landlords reminding the dangers of airside FOD and to contain any loose material.**

The foam on the truck has been replaced and is fully CAA compliant with certificates.

**3) MINUTES OF PREVIOUS MEETING**

The minutes of the previous meeting on March 24 were approved.

**4) UPDATES ON ACTIONS FROM PREVIOUS MEETINGS**

No updates.

**5) CLUB ADMINISTRATION AND MEMBERSHIP**

JH reported that membership renewals had been excellent. At 31/03/26 we had 228 members, of which 130 were flying members and a total membership income for 2025/2026 £32k. 44 of those members joined throughout the year so at 01/04/25 we had 184 members. On 06/05/26 we had 199 members, of which 109 were flying members and £30.5k of membership income already.

A date of June 24 was suggested for the AGM. This was agreed although JB will be away. All rule changes will need to be submitted by June 10.

## **6) FINANCE**

Xero is now fully implemented and most of the reconciliation is automatic. Mel our bookkeeper's focus will be on checking entries especially in regards to VAT.

A question has been raised over mileage expenses, since we don't have an expenses policy. JH had drafted and circulated a new policy based on current process.

## **7) FUEL**

JH informed that we will need to increase 100LL prices as the purchase cost has increased 30ppl. A discussion followed whether we should reduce our normal markups by 30% to keep members flying, this was agreed and will be reviewed with the next delivery.

A comparison was done of fuel sales between FY 2024/2025 and 2025/2026. Non-member and FFS have increased sales for 2025/2026 but member fuel sales have dropped 35%, it was unclear why.

To remain within CASC turnover limits to non-members, JH recommended that we run all the Tactifil Jet A1 sales through a new trading subsidiary "Fenland Aero Services Ltd". The subsidiary will send all profits back to FAC through corporate gift aid, meaning no corporation tax will be paid. We are in discussions with our accountants in relation to company setup and trust deeds, the suggestion is to use the current secretary, chairman and treasurer as the 3 shareholders and directors of the subsidiary. We will need a separate bank account and Xero subscription. This was agreed. JH has confirmed with our insurance company that the subsidiary will be covered under the FAC policy for no additional cost.

JH, ZK, JB and LD completed three days of training onsite with Tactifil, we refuelled 18 helicopters, sold 19,000L of fuel with a club profit of £5000. This week we refuelled our first Chinook. Our new fuel truck has been delivered and is a 1996 Renault Midliner S150 5000L. Fenland Aero Services will use a small £1000 loan from FAC to fund startup costs including PPE and company formation.

JH has written several new policies including FAS Fueller Eligibility Prerequisites, FAS Casual Worker Policy, FAS Casual Worker Agreement, FAS Casual Worker Pay Schedule, FAS Expenses and Subsistence Policy, Authorised Fueller List, Personal Protective Equipment (PPE) and FAS Pressurised Refuelling SOP, these were circulated for review.

Tactifil are now responsible for all Jet A1 fuel purchases and FAS will work purely on a commission basis, for both military and civilian refuelling.

## **8) AIRSIDE AND ACCOUNTABLE MANAGER**

OW has received the CAA oversight report from the recent audit, this includes one finding and six observations. The finding relates to fire truck maintenance and will need to be addressed asap.

OW noted his concerns about being Accountable Manager from Greenwich as he doesn't visit the airfield as often as previously, therefore he has resigned his position as Accountable Manager.

Simon Cooke has offered to step in and there will be a handover prior to the AGM. JH noted that there would need to be some minor changes to the aerodrome manual to support the Accountable Manager and Managing Director of Fenland Aero Licencing Ltd being the same person. **Action JH to review the aerodrome manual.**

The CAA have asked for low flying aircraft road signs at the 26 threshold. **Action JH to write to Lincolnshire County Council.**

SB has requested that the runway marker board A-frames are staked down or modified as the strong winds are blowing them over. They need to remain frangible. **Action ZK/LD to investigate the marker boards.**

## **9) IER/RFFS AND A/G RADIO**

SC is in discussions with Perren who specialise in aerodrome fire equipment, to quote for a new extinguisher for the fire truck to support fluorine-free foam.

IER theory training was given to 12 people, training manuals and personnel records have been brought up to date.

JH, ZK, JB and LD have self-funded their ROCCs to be able communicate with inbound military helicopters out of hours.

## **10) NON-AIRSIDE**

A skip is required for general rubbish, especially in the portacabin. **Action JH to book a skip.**

HB's son is now a fully qualified heating engineer should the club need any services.

## **11) HANGARS**

There are 2 hangar occupants with significantly overdue arrears. **Action JH to write final demand letters to both.**

A member had requesting putting their own CCTV camera in the hangars. The club CCTV/whole site wifi project is progressing and we will plan to include CCTV inside the hangars.

## **12) EVENTS**

The next event is Pie and Mash night on May 15. The Fenland Aero Club car meet is back for 2026 with 5 evenings throughout the summer (the 4<sup>th</sup> Thursday of each month) starting May 28.

The marquee will be moved around the side of the flying school.

JB had been quoted by music licensing (PPL/PRS), for background music and live events.

Background music is £321pa and Wings and Wheels would be £119 for live music. AB is happy for the cafe to pay 50% of the background music licence cost.

JH presented some sample merchandise from Printful, an online merchandise design and shipping company. The quality of the merchandise and printing is very high. JH suggested we could have a special design for Wings and Wheels each year, JB replied it would help if we had a friendly graphics designer.

## **13) FENLAND FLYING SCHOOL**

No updates.

## **14) RUNWAYS CAFE**

AB reported that the restaurant is getting busier month on month, with good support from the membership. SC asked if there was any flexibility on the 3pm closing, AB responded that if the restaurant is busy they will stay open. HB asked if there could be an honesty box out of hours for chocolate, crisps, drinks etc. This was provisionally agreed. AMC reported a dripping tap in the kitchen, ZK will investigate.

## **15) QUESTIONS FROM ATTENDEES AND AOB**

None

The meeting closed at 20:40. Date of next meeting w/c June 15.