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**MINUTES FOR ROYAL AIR FORCE GLIDING AND SOARING ASSOCIATION  
EXECUTIVE COMMITTEE MEETING HELD VIA BT TELE-CONFERENCE/SKYPE ON  
24 JUN 20.**

<b>Present</b>	Gp Capt C Peters	Chair	Via Skype
	Sqn Ldr A Swan	Safety Member	Via Skype
	Sqn Ldr A Watson	Treasurer	Via Skype
	Sqn Ldr J Arnold	Fleet Manager	Via Skype
	Sqn Ldr M Williams	Expeditions Member	Via Skype
	Flt Lt L Dale	Publicity Member	Via Skype
	Flt Lt VR(T) M Pike	Operations Member	Via Skype
<b>Apologies</b>	AVM J Stringer	President	-
	Wg Cdr N Atkins	Team Manager	-
	Cpl W Amor	Information Manager	-
<b>Secretary</b>	Fg Off B Wightman	Secretary	Via Skype

Meeting opened at 1302 hrs.

Item	Minutes	Action
<b>1. Notice, Apologies and Quorum.</b>	a. This meeting was held via tele-conference dial-in and skype webchat due to COVID-19. The following apologies for the meeting were received from AVM J Stringer and Cpl W Amor; Quorum was noted.	
<b>2. Interests in proposed and existing transactions and/or arrangements with the company.</b>	a. None Declared.	
<b>3. Chairman's Address</b>	<p>a. Chairman asked if regular skype meetings were more beneficial than having four meetings a year. The Execs all agreed shorter, more frequent meetings were advantageous to running the RAFGSA and a yearly schedule was also helpful.</p> <p>b. Chairman highlighted on the RAFGSA, Aero Club and microlight associations were the only three sports of 46 allowed to operate (the Chairman emphasized the need to strictly adhere to</p>	

	<p>the return to Ops direction authorized by the head of RAF Sport. He reminded everyone that there could be no 'mission creep' against the direction and guidance issued although he would work with the deputy director RAF Sport to help the RAFGSA mirror the wider BGA position.)</p> <p>c. ISRGC still to be confirmed. RAF Sports mtg pushed back due to the timing of a new Govt speech so no firm decision from the Sports Board for permission to continue. RAF want to avoid risk of contributing to a second COVID spike and reputational damage.</p> <p>d. The installation of K-21 cockpit separation screens approved by EASA, has now been submitted to DDRS for consideration by Hd of RAF Sport. Chairman asked for rigid following of current RAFGSA guidance and wants no mission creep which would impact Ops for clubs. Hopefully response form AOC by 1 Jul 20.</p> <p>e. Sport lottery and Nuffield Trust hit hard by COVID so expectance of grants and funding should be reduced.</p> <p>f. Two DASOR's received from Cranwell GC. Local flying clubs very active to return to currency so there is a need for all RAFGSA clubs to be vigilant and report incidents if they occur. Both Incidents at Cranwell GC have now been sent to the CAA for investigation.</p> <p>g. AVM Stringer has written to the 2* equivalent of the Chilean Air Force ref the postponement of the visit for 2020 due to COVID. An invite will be extended for 2021 to resume the exchange.</p>	
<p><b>4. Finance</b></p>	<p>a. Treasurer eluded to nearly all funding streams down by 30% including Blackrock investments due to COVID.</p> <p>b. The Auditor is assessing the accounts and a report will be received hopefully by the end of Summer.</p>	

	<p>c. The RAFGSA is to expect a downturn in funds to be gained this year in the Malcolm Club Fund. It is likely the Fund will make a loss due to the current climate.</p> <p>d. Unrestricted funds available stand at approximately £100,000. Treasurer requests we tread carefully with spending to keep the Association as healthy as possible. This amount would just cover another 12 months insurance.</p> <p>e. Investments Fund at £72,000 and stable.</p> <p>f. Received £32,802 in grants for 2020 and money needs to be spent. The RAFGSA will be allocated the same amount for 2021.</p> <p>g. The cmttee agreed the £5,504 Insurance money allocated from the grant is to remain in the RAFGSA account to offset the insurance bill met by the RAFGSA and not the clubs.</p> <p>h. Fleet Manager is to source new 8.33 KHz base radios for 3 clubs (Bannerdown, Cosford, Fenlands) at £2,500 and Ohdies for 5 clubs at approx. £4000- <b>Action</b></p> <p>i. £4,000 grant is to be given to Fenlands GC earmarked for parachutes. CFI Fenlands has been asked to progress this at a local level- <b>Action</b></p> <p>j. £1,400 grant for PLB's is to be actioned by Exped Member. Enough funds for roughly 7 or one per club.</p> <p>k. It was agreed that Discus 27 would be refinished if two conditions were met; the MG at Kestrel would need to be sold and secondly Bannerdown would need to agree to the Fleet Managers proposal that the club provide 50% of the cost (up to £20,000). This would be until the RAFGSA cash-flow would allow the funds to be returned to the club.</p> <p>l. £10,000 is due to be returned to Chilterns GC for the cockpit refurb of R26.</p>	<p><b>Fleet Manager</b></p> <p><b>CFI Fenlands</b></p> <p><b>Exped Member</b></p> <p><b>Publicity Member/ Treasurer</b></p>
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	<p>m. £30,000 earmarked for WG engine replacement.</p> <p>n. £3,100 transferred from Odiham accounts for expeds is now sat at Cranwell. The cmttee has agreed the money is to be spent on oxygen kits for x2 Duo Discus and each kit will reside at Bannerdown and Cranwell for clubs to use. This will be considered as part of the aircraft inventory. Publicity Member is to progress-<b>Action</b></p>	
<b>5. Minutes of the last meeting</b>	a. The minutes of the last meeting held in May 20 were held to be a true and accurate record noting no changes.	
<b>6. Matters arising</b>	<p>a. <b>RAFGSA Governance including Charities Commission.</b> President is going to approach DIO for clarity on entitled users once handbook is finalised. Chairman has requested Exec Cmttee to make changes to the document as it is an open document for amendments. - <b>Ongoing</b></p> <p>b. <b>Bicester Cup Location.</b> Bicester Cup is still un-located. Sec to contact clubs for any suggested silverware- <b>Ongoing</b></p> <p>c. <b>WG Motor glider Engine.</b> Engine due for delivery 24 Jul 20. Rotax request qualified Rotax engineer is used to fit the engine otherwise insurance is void. Dave Pratt and Simon Foster in the RAFGSA have completed the Rotax course. Ops Member to contact Kevin Dilkes for quote for an engine fit. Ops Member to chase Skycraft on Prop overhaul- <b>Ongoing</b></p> <p>d. <b>Contacts List.</b> Awaiting responses from 3 clubs before adding to LTD SharePoint area- <b>Ongoing</b></p> <p>e. <b>Pawnee.</b> Engine and crank being tested and zero timed. Awaiting further update from Booker- <b>Ongoing</b></p> <p>f. <b>Chief Engineering Member replacing Support Member position.</b> Chairman to write to clubs for any interested RAFGSA member to take on the role. - <b>Ongoing</b></p>	<p><b>Sec/Chair</b></p> <p><b>Sec</b></p> <p><b>Ops Member</b></p> <p><b>Sec</b></p> <p><b>Fleet Manager</b></p> <p><b>Chairman</b></p>

	<p>g. <b>Additional funding streams.</b> Treasurer was unaware of any such funds but will investigate other potential funding streams. No funds available due to COVID- <b>Closed</b></p> <p>h. <b>Wrekin Move.</b> OIC Wrekin has asked Chairman to email both HoE's of RAF Cosford and RAF Shawbury outlining the reason for the move. Email sent and confirmed by both Stn Cdr's- <b>Closed</b></p> <p>i. <b>GlideX confirmation.</b> Funds have been sent to GlideX. John Dickinson contacting clubs for information – <b>Closed</b></p> <p>j. <b>Micky Webb Life Membership.</b> Sec is to contact Mr M Boyden for any relevant achievements Mr M Webb has noted during his involvement. Chairman to send a letter to Mr M Webb to offer Life Membership in recognition of his services to the RAFGSA- <b>Closed</b></p> <p>k. <b>GlideX management system.</b> Funding agreed by Treasurer. Fg Off Wood is helping implement across the GSA- <b>Closed</b></p> <p>l. <b>RAFGSA Van.</b> Chilterns keeping as an Asset. Nuffield Trust are happy for RAFGSA to sell van when required – <b>Closed</b></p> <p>m. <b>Club Respite on Capital Levy.</b> Capital levy is £20,000-£30,000 a year, an option would be to return this money to the clubs. Period of reduced levy suggested by the Chairman instead. Run a levy of 50% or less for 12 months to allow clubs to re-build funds and focus on club strategy, Go for Solo. Illustrations/graphics of plan to be produced and sent around to the Exec Committee via email. Decision deferred as not enough information collated so far due to lockdown- <b>Closed</b></p> <p>n. <b>RAFGSA Team Training.</b> 2FTS not flying at RAF Syerston and will therefore be focused on return to Ops during this period</p>	
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	the Chilean Exchange was due to be held. No approval given by Comdt 2FTS for the RAFGSA to fly that week.- <b>Closed</b>	
<b>7. Secretary Correspondence</b>	a. None.	
<b>8. Club Overviews</b>	<p>a. <b>Bannerdown</b>- Back Operating, 40 club members flown to get current. HoE visit in Aug 20.</p> <p>b. <b>Chilterns</b>- Recently flying at Bicester, now flying back at RAF Halton. MG being used but has not been given permission to aerotow at Halton. Instructors getting current after 6 months of no flying.</p> <p>c. <b>Cranwell</b>- DASOR's submitted from recent incursions. R21 due for 3000 hr check with £750 spent already. Potential cost of £3,000 for Hotelliers if found worn. Cranwell have been offered by the fleet manager and Treasurer either to foot costs or accept the refurb of R57 (K-13). Club decision on which bill to accept.</p> <p>d. <b>Fenlands</b>- Club back operating with all eligible members back current. Request for additional Instructors to help once Go for Solo starts as only one full-cat on the club. Suggestion made for RAF Gliding Centre Staff to help by changing shift patterns. Ops Member to investigate options with 2FTS as they fall under their control- <b>Action</b></p> <p>e. <b>Fulmar</b>- Not represented.</p> <p>f. <b>Kestrel</b>- Flying again and working on instructor currency.</p> <p>g. <b>Wrekin</b>- Move to RAF Shawbury well under-way. No tug at present and is essential for operations at Shawbury. Tug required by latest mid-Aug 20- <b>Action</b></p>	<p><b>Ops Member</b></p> <p><b>Fleet Manager</b></p>
<b>9. Aircraft Fleet</b>	<p>a. G-CHAR awaiting sale with potential buyer in coming weeks now access to Odiham granted.</p> <p>b. R25 being advertised for sale.</p> <p>c. Pawnee ready for disposal once engine work has been carried out.</p>	

	d. K-21 screens awaiting AOC approval if clubs wish to purchase them.	
<b>10. Operations</b>	a. The Exec cmttee were presented with flying stats from the first 2 weeks of operations from RAFGSA clubs. It was noted that stats are no longer required to be sent to Ops member as the RAF Sports board and AOC are content.	
<b>11. Safety</b>	a. X2 DASOR's submitted by Cranwell, x1 Airprox from a transiting GA light aircraft and x1 Air Ambulance through MATZ.  b. Bowties are to be reviewed later this year and all clubs will have access. Safety member is consulting with IT to allow access rights.	
<b>12. Expeditions</b>	a. AGA extended an invite to the RAFGSA to take part in an Exped to Denbigh. Offer will be extended to those given places at Sisteron as first priority. Chairman is going to email 22 Grp ref governance on RAFGSA participation due to current restrictions and if RAF personnel are covered under Army Exped planning.	<b>Chairman</b>
<b>13. ISRGC</b>	a. No representative sport is currently being authorised due to the MOD policy on reducing and not inducing the risk of COVID.  b. Update expected on 25 Jun 20 for Sports Board. Chairman will update once details are released.  c. AGA and RNGSA are still keen to compete at ISRGC 20.  d. Decision point whether to continue organising ISRGC will be Sat 4 Jul 20.	
<b>14. Marketing &amp; Publicity</b>	a. Clubs are to seek local Stn Guidance on use of social media to promote club activity. Sensitivity due to COVID was the main issue this item was raised by the safety member.	

	<p>b. vRIAT participation will take place in the form of a Condor competition. A video will be created and marketing member asked for the RAFGSA to contribute £200 towards the video creation as it is being developed as a favour to the RAFGSA. The Chairman and Exec agreed to support the Marketing members suggestion as it will promote the RAFGSA across social media platforms.</p> <p>c. 31 students have been awarded Go for Solo scheme totalling a max of £21,000 from the Malcolm Club Fund. All club OIC's are aware of the accepted bids and the students due to undertake the scheme.</p>	<b>Marketing Member/Treasurer</b>
<p><b>15. AOB</b></p>	<p>a. Mongoose Sponsorship under contract with the Sports Federation have contacted the RAFGSA Chairman. Exec cmtee believe it is a good opportunity; there could be plenty of trailers and aircraft to advertise on if this is the request.</p> <p>b. Sec is due to deploy on Detachment. Asked for help with arranging AGM in Jan as he will be away. Publicity Member and Chairman agreed to help with arrangements nearer the time.</p> <p>c. Inform sent to Ops Member ref loss of Comms at Chilterns GC due to batteries being left on trickle charge over COVID period. Radios ran out of battery meaning issues with comms during ops. Battery capacity can be recovered after more regular use. This was <b>closed</b> during the mtg.</p>	
<p><b>16. Next Meeting</b></p>	<p>a. Fri 14 Aug 20 at 1300 hrs via Skype.</p>	

Meeting closed at 1510 hrs.

*[Electronically Signed]*

**Fg Off Ben Wightman**  
**RAFGSA Secretary**  
**Duty Ops Controller (DOC)**  
**RAF Marham**



**Norfolk  
PE33 9NP**

**Distribution (electronically\*):**

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