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**MINUTES FOR ROYAL AIR FORCE GLIDING AND SOARING ASSOCIATION  
EXECUTIVE COMMITTEE MEETING HELD VIA BT TELE-CONFERENCE/SKYPE ON  
12 FEB 21**

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

Meeting opened at 1303 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 Stringer, Sqn Ldr Watson & Flt Lt Dale. Cpl Amor is on Operational Deployment; Quorum was noted.	
<b>2. Interests in proposed and existing transactions and/or arrangements with the company.</b>	a. None.	
<b>3. Chairman's Address</b>	a. COVID continues to stop Gliding activity but regular communication with HoE's has re-affirmed Club/Stn relations.  b. RAF Sports Board are keen to approve engine maintenance test flights for Tugs and Motor Gliders as long as DDRS is kept informed.	

	<p>c. Latest BGA guidance is vague and gives no clear direction to clubs in relation to flying activity. The RAFGSA will wait for a more definitive decision on restrictions.</p> <p>d. Malcolm Club Fund discussion in Jan 21 after the AGM with AM Sturley and Wg Cdr Salter went well with an agreement for a closer working relationship between the Trustees and the RAFGSA. It was agreed Flt Lt J Ravenscroft of Cranwell GC will join the RAFGSA Execs team as the MCF Member. Sec to officially add to the Execs Cmttee and contacts book. It was agreed an annual submission of RAFGSA projects is to be submitted to the MCF for support of funds of which the MCF trustees can select what to allocate funds to and support. Chair is to finalise the amendment to the Handbook with the above detail.</p>	<p><b>Secretary/ Chairman/ MCF Member</b></p>
<p><b>4. Minutes of the last meeting</b></p>	<p>a. One amendment to be noted to 9e. incorrect R tail numbers in previous minutes which has been corrected to R7 &amp; R59. The rest of the minutes from the last meeting held in Oct 20 were held to be a true and accurate record.</p>	
<p><b>5. Matters arising</b></p>	<p>a. <b>Halton Aerotowing review.</b> Club is currently only permitted x4 aerotow's a day based on current legislation set out by Stn. Awaiting response from OC Ops- <b>Ongoing</b></p> <p>b. <b>R25 Disposal.</b> Advert renewed on gliderpilot.net awaiting any further interest- <b>Ongoing</b></p> <p>c. <b>JSAT(G) Location.</b> Air Cdre Fogden would brief AOC 22 Gp of the RAFGSA's intent to support the Robson Academy by providing JSAT(G) courses, delivered by Clubs- <b>Ongoing</b></p> <p>d. <b>Cockpit Videography.</b> Ops Member is updating the Ops manual to reflect guidance on safe usage of camera/ camera phones in cockpits- <b>Ongoing</b></p> <p>e. <b>Bicester Cup Location.</b> Bicester Cup is still un-located. Sec awaiting</p>	<p><b>Chairman/ Ops Member</b></p> <p><b>Fleet Manager</b></p> <p><b>Chairman</b></p> <p><b>Ops Member</b></p> <p><b>Secretary</b></p>

	<p>response from Cranwell GC on sourcing an unused trophy- <b>Ongoing</b></p> <p>f. <b>Pawnee.</b> Engine has been ground run and an air test is due next week ready for sale. Two interested parties both offering similar money, if one cannot be selected, Fleet Manager will take postal bids of the value over £45,000 and accept the highest offer- <b>Ongoing</b></p> <p>g. <b>26 Cockpit refurb.</b> £10,000 is due to be returned to Chilterns GC for the cockpit refurb of 26- <b>Ongoing</b></p> <p>h. <b>K-18.</b> K-18 tail-wheel modification required for Wrekin's move to Shawbury due to a runway only operation. The aircraft is currently at Halton with modification work underway- <b>Ongoing</b></p> <p>i. <b>Secretary Directorship.</b> Agreement for Sec to take up vacant position as a Director of the company. Documents filed and companies House updated online- <b>Closed</b></p> <p>j. <b>Wrekin to Shawbury move.</b> Club has completed the move to RAF Shawbury successfully noting great support from the Stn- <b>Closed</b></p> <p>k. <b>Engine Fund Clarity.</b> Details and guidance of what the Engine fund levies covers clubs for- <b>Closed</b></p> <p>l. <b>Chilean Exchange Letter.</b> Letter sent on behalf of the President AVM Stringer in relation to re-scheduling the current exchange agreement- <b>Closed</b></p> <p>m. <b>AGM Strategy.</b> Reviewed, updated and delivered at the AGM- <b>Closed</b></p> <p>n. <b>WG Motor glider Engine.</b> Engine Fitted and aircraft now back in service with the Shawbury- <b>Closed</b></p> <p>o. <b>Grant for Radios.</b> 8.33 base radio purchased and held at Bannerdown for Shawbury to collect. Bannerdown and</p>	<p><b>Fleet Manager</b></p> <p><b>Treasurer</b></p> <p><b>Fleet Manager/ Safety member</b></p>
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	<p>Fenlands submitted invoices of already purchased base units– <b>Closed</b></p> <p>p. <b>MOU &amp; GAI.</b> Has been circulated and includes encroachments update. GAI 1048 is still valid and has been circulated- <b>Closed</b></p> <p>q. <b>Sponsors.</b> Flt Lt Dale has identified POC and companies the Association wishes to target and these have been passed to Mongoose- <b>Closed</b></p>	
<b>6. Secretary Correspondence</b>	<p>a. The RAF Sports Board have contacted all association Secs for any registered interest in First Aid courses. Sec is to collate all club responses and send by 22 Feb 21. Bannerdown, Fenland and Shawbury have already sent numbers.</p>	<b>Secretary</b>
<b>7. Finance</b>	<p>a. It has been proposed that the AGM date is moved to coincide with the financial year to make reporting easier and align an annual strategy. Treasurer is to review and propose a suitable date for the AGM.</p> <p>b. Treasurer and Fleet Manager, through the newly established MCF Exec Member are to consolidate an annual bid of funds to the MCF in support of RAFGSA projects. Bids to be discussed with the MCF Trustees prior to the revised AGM and then agreed bids are to be presented at the AGM. Action on the Chairman to articulate this in an update to the Handbook.</p>	<p><b>Treasurer</b></p> <p><b>Chairman/ Fleet Manager/ Treasurer/ MCF Member</b></p>
<b>8. Club Overviews</b>	<p>a. <b>Bannerdown-</b> Ongoing Security issues on the airfield with the OIC's caravan being stolen (investigation underway). Army Watchkeeper drone operating until end of Aug which may clash with ISRGC. Fleet Manager to engage with OC Ops RAF Brize Norton about prioritisation of airfield bookings and de-confliction. Winter Maintenance underway with G-CHAR elevator being repaired before sale.</p> <p>b. <b>Chilterns-</b> Hangar and workshop currently being used as the Stn location for COVID testing. Airfield is waterlogged once more after heavy snow and rainfall in recent weeks.</p>	<b>Fleet Manager</b>

	<p>c. <b>Cranwell-</b> No Report.</p> <p>d. <b>Fenlands-</b> Gaining interest from Junior Rank Engineers on F-35 Sqns. Liaising with Cranwell GC about opportunities to reduce the cost of motogliders maintenance. Looking to promote the club at family's day in Jul. OC Ops has agreed for the club to utilise extra days of flying mid-week from Jun onwards around 207 Sqn flying as 617 Sqn are deploying for an extended period. A paramotor club has been established but will only utilise evenings during the week. Cambridge UAS is due to re-locate; RAF Marham has been shortlisted so will wait for further updates. Fg Off Wightman will take up Dep OIC position and hand over Club Sec to another Service member. Cpl Farley is a keen Go for Solo student, suggested it may be worth pushing him for a Serviceman seat at ISRG or Sisteron.</p> <p>e. <b>Fulmar-</b> No Report.</p> <p>f. <b>Kestrel-</b> No Report.</p> <p>g. <b>Wrekin-</b> Annual Maintenance underway with all club members keen to get current and operating from their new home.</p>	
<p><b>9. Aircraft Fleet</b></p>	<p>a. A 912 engine and a partially complete 914 engine are now held as Association spares which would cover any catastrophic failures to the MG fleet. Suggestion was made that the MCF is approached as part of the bid for funds to support the overhaul and completion of these assets.</p> <p>b. Propeller Fund is to be included in club levies in order to reduce costs on Prop overhauls. It has been agreed that as of the 1 Apr 2021, £5 per flying Hour will be added to MG charges. Fleet Manager and Ops Member to provide draft text for an additon to the Handbook.</p> <p>c. Proposal that £2,500 is to be bid for from the safety funds grant to supply all x6 club MG's with Sky Demon (Inc. Tablet &amp; 1 yr subscription) and SkyEcho plus</p>	<p><b>Fleet Manager</b></p> <p><b>Fleet Manager/ Ops Member</b></p> <p><b>Treasurer/ Fleet Manager/ Ops Member</b></p>

	<p>ancillaries. It was also proposed that Kestrels' MG is fitted with an IFF transponder as part of the bid at £2,000 to improve situational awareness. The breakdown of items can be found <a href="#">here</a>.</p> <p>d. The Fleet Manager proposed the purchase of an LX9000 avionics upgrade bringing all Duo Discus up to competition Spec. The unit is second hand, advertised online at £2,800 but is only 2 yrs old. An equivalent unit would normally cost in excess of £5,300. The Exec agreed to purchase this upgrade due to the saving, and another aircraft being upgraded for far less than expected. The Fleet Manager is to send an invoice to the Treasurer for purchase.</p> <p>e. <b>Awaiting breakdown from Fleet Manager of cockpit upgrades</b></p>	<p><b>Fleet Manager/ Treasurer</b></p> <p><b>Fleet Manager</b></p>
<b>10. Operations</b>	a. NSTR.	
<b>11. Safety</b>	<p>a. The introduction of FSIMS has been announced and is a reporting site similar to ASIMS. FSIMS will be used for Health &amp; Safety reporting across the MOD. Only two accounts will be allocated per Sports Association which have been allocated to the Chairman and the Safety Member.</p> <p>b. A 'Fit to Participate' statement is required from any Service Person when conducting Association sport as per AP3415 Leaflet 16. This can be done as a one off for an event using Leaflet 16 Annex A or annually as part of annual membership renewals. An amendment to the Handbook will be made by the Safety Member once all details have been released.</p>	<p><b>Club Execs/ Safety Member</b></p>
<b>12. Expeditions</b>	a. Chilean exchange (Chile to UK) still being planned for 4-7 Jul 21. However, any visit to the UK by the FACH will be dependent on COVID restrictions.	
<b>13. Strategy</b>	a. GAI 1048 is being uploaded to the RAF Documents site for ease of access.	<p><b>Strategy Member</b></p>

	b. Strategy Member to look at Optimising the RAFGSA Strategy including Go for Solo and the Sustainability of the Association.	
<b>14. Marketing &amp; Publicity</b>	a. Nothing to Report.	
<b>15. ISRGC</b>	a. It was raised by the Sec that the RAF Team for ISRGC 19 was arranged last minute. The Sec proposed a focus on selecting and recruiting an RAF Team earlier to compete in ISRGC 21 would be beneficial. Strategy Member volunteered to push out information to CFI's for any candidates and compile a team.	<b>Strategy Member</b>
<b>16. JSAT(G)</b>	a. Relevant points already covered.	
<b>17. GlideX</b>	a. It was proposed that a 'member login area' could be added to the RAFGSA website with all RAFGSA members receiving a login. Utilising GlideX, this member area would link a members account on GlideX and they would be able to view all their information. This would benefit the RAFGSA and Club Execs as they could view stats on a central system from home and remove the need for annual requests/submissions. Bannerdown already have a similar system in place at a club level. Sec to speak with Marketing Member to see if this functionality could be added.	<b>Secretary/ Marketing Member</b>
<b>18. RAFGSA Handbook</b>	a. Relevant points already covered.	
<b>19. AOB</b>	a. The success of E-ISRGC may bring new younger members to the Association. Sec is to liaise with the Marketing Member to see if it is worthwhile pursuing as part of the broader strategy.  b. Cranwell GC MG prop was sent away for inspection as the prop was found to be set up incorrectly. The setup is identical to the Prop setup which caused catastrophic engine failures to the other RAFGSA Turbo Falke's. A report is due back from the prop manufacturer on the 5-degree pitch setup.	<b>Secretary/ Marketing Member</b>
<b>20. Next Meeting</b>	a. Fri 13 Apr 21 at 1300 hrs via Skype.	

Meeting closed at 1717 hrs.

*[Electronically Signed]*

**Fg Off Ben Wightman  
RAFGSA Secretary  
Duty Ops Controller (DOC)  
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PE33 9NP**

**Distribution (electronically\*):**

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