

Bristol and Gloucestershire Gliding Club
Committee Minutes April 24th 2018

1. Apologies:

Dan Welch

2. In Attendance

Vice-Chairman: Andy Ward,

Secretary: Alan Montague, Treasurer: Nalin Parmar,

Estates: Neil Spicer Operations: Douggie Vance,

Ex-officio Greg O'Hagan (CFI)

By Invitation: Kevin Neave, Steve Eyles

3. New Members:

Christopher Scrimshaw, solo and beyond

Neil Payne, adult member

Ann Bevan, associate member

4. Correspondence Received:

-from Christophe Mutricy: the internet allowance had been exceeded leading to failure of the webcams. The person causing it had been counselled.

-from an instructor in France offering professional instruction over the winter.

5. Confirmation of Agenda.

agreed

6. Matters arising from March minutes

none

7. Reports

a. Chairman: none.

b. Vice-Chairman:

- Our new office administrator has been employed following a round of interviews (Mrs Divya Elcocks) and is welcomed. Members are exhorted not to impose new tasks upon her during the first three weeks.

- Concerning new flight operation office software, there is an inevitable wait for our administrator to familiarise herself with the old before initiating the new. Noted with some pleasure that CJE has not explicitly declined the role of leading the set-up team for the new system.

- Requests that the new pick-up truck is cleaned at the end of each day.

c. Secretary: none

d. Treasurer:

- We have employed Miss AJ Randalls to cover some office work under Sheila, supporting Mrs Elcocks, covering data protection work and assisting implementation of the new flight operation office software **APPROVED**

- Bus incident: a car door was left open, fouling the peritrack and struck by the bus being moved on club business. **DECISION:** if the car owner claims less than £1000, damages from club funds; if more than £1000 and less than £2000 the excess to be borne by the club, if more than £2000, an insurance claim. The insurer already notified.

- **Framework of delegated financial authority:** The Treasurer submits rules for the spending of club money in the attached document which is **APPROVED** and forms part of these minutes.

- Financial prediction: the Club is on course to show a minimal profit or loss at the end of the year.

e. Estates:

- The winchie's flat is nearly complete and already in occupation.

- The golf buggies will shortly receive a full service.

- The new pick-up truck's clutch is failing, estimate £500-£600. **Action: Estates** to organise repair in next 3 weeks.

f. Operations:

- Inter-university competition: 24 have signed up.

- Mrs Parmar has begun work on making the trial lesson briefing film.

g. CFI:

- Report attached.

8. Café Accounts:

not yet available.

9. Identification of essential and desirable tasks requiring volunteer work (DW)

Postponed to DW's return.

10. Confirmation of correct lines of communication (NS)

Concern that when things break or fail they may go unnoticed and uncorrected.

Requires a reporting structure. **ACTION: Estates** to design such structure.

11. Junior Nationals 2019 (DV)

Initial proposal presented. **AGREED** supports in principle.

Requires interactive spreadsheet for financial calculation. **ACTION: Operations and Treasurer.**

12. Other Business

- Gel-coat damage discovered on DG505 fuselage, believed occurred during rigging. Not reported. Should have been reported.

Leyland tractor. We are offered £750 **AGREED** accept.

Freelander car found kept inside the tug hangar. This not permitted **ACTION xxx:** to speak with owner.

Competition Enterprise 2020 at NYM. General expression of support

14. Next meeting

May 26th at 18.00

Alan Montague
Secretary

Appendix: **Framework of delegated financial authority**