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16 May 25

MINUTES OF THE ANNUAL GENERAL MEETING OF HALTON AERO CLUB HELD AT THE RAFA CLUB TUES 13 MAY 25

Present	Air Cdre Mark Manwaring Wg Cdr (Retd) Mike Russell Buster Jeffrey Deacon Brown Rob Churchward Sqn Ldr (Retd) Simon Oldfield Sam Davis Plus 22 Members	Officer In Charge (OIC) Ops Mgr & Membership Secretary Deputy Chairman CFI/Full Time FI Treasurer DFSO Ops Spt Team
Apologies	Flt Lt Carl Jenkins Simon Roberts Carl Finch Sqn Ldr Taudevin Steve Thorogood Rich Bull Flt Lt Nassiri Mark Anderson Elliot Emery Paul Brissenden-Hemstock Rachel Willson Jonathan Lee Karl Smith Craig Dover Ben Palmer Jonathan Smith Gordon Pell	Deputy OIC Deputy Ops Manager RAFSA Rep Secretary Asst Head of Trg DCFI FSO Social Sec Social Sec IT Spt Ops Spt Team Member Member Member Member Member Member

ITEM	Action
ITEM 1 - CHAIRMAN'S INTRODUCTION 1. The Chairman opened the meeting by paying tribute to the late Jon Kumela who passed away last month. JK had been a member of HAC for over 20 years and Hon Sec for 10 as well as a stint as ops Mgr. MM expressed the Club's sympathies to Viv and reminded members of JK's funeral at Halton Church on Mon19th May at 1415. 2. The Chairman reminded members of the Club Mission Statement and outlined his aim for the evening, ie to review how the club had overcome a succession of bad luck during the preceding few years	

and had still achieved significant successes. He emphasised that the AGM was mandated by RAFSA, the HAC constitution and Companies House and in addition, is best practice.

3. The Chairman re-iterated the Mission of HAC - To afford Servicemen and women, irrespective of rank and trade, the ability to learn to fly at the minimum practical cost – and that our priority was Junior Ranks and Officers Pilot Scholarship Scheme (JROPSS). We have 6 scholars again this year plus 2 Top Up scholars and we supported the 2nd Initial Flying Scholarship (IFS) day at Benson on 11 May where RAF personnel who just fail to get full (15 hour) scholarships are awarded an hour's flying; 3 HAC members (Paul BH, Dave Tester & Adam Norton) flew IFS scholars for 6.8 hours and the event was a great success. Only 19 of the 30 IFS scholars could attend on 11 May and HAC has offered to fly the remainder later in the year.

4. The Chairman explained that to break even over a year we need to fly some 800 hours on our 4 ac with one Full Time Instructor and a number of Part Time Instructors. It has become clear this year that there was a need for more instructional capacity which was under investigation.

5. The Chairman expressed his thanks to the many members who helped keep HAC running in a wide variety of roles form IT to Welcoming prospective members to organising the social events etc etc. Without them HAC could not function and certainly not as successfully as it now does.

6. The Chairman highlighted the aim of the AGM, viz: To review how the HAC has entered its Centenary Year following the wettest Winter on record. He stressed that any interventions from the floor should offer solutions not problems.

ITEM 2 - PREVIOUS AGM MINUTES

7. Previous AGM minutes were proposed as true by Simon Oldfield and seconded by Graham Bartlett and ratified as accurate by a unanimous vote, there were no matters or actions outstanding.

ITEM 3 – CHAIRMANS REPORT

8. The Chairman reviewed the significant events of the last Club Year.

9. At last AGM the key issues were:

    a. The replacement of 2 Lycoming engines
    b. The demise of UL91 fuel.
    c. HAC's recent accreditation as a DTO.
    d. The need to replace door frames and other items on the 152s.

10. The highlights of the last 12 months had been:

a. The replacement of 4 new cylinders on KI despite recent new engine at cost of approx. £10K

b. A busy social and events calendar, including:

    i. 1st Fly Out
    ii. Cosford Airshow – the RAF's ONLY airshow
    iii. Halton Families Day
    iv. Exped to Corsica
    v. The first IFS day. Here at HAC. Weather was unflyable but scholars had a great day and were all subsequently flown at Halton. 2 of the IFS scholars are full JROPSS scholars this year.
    vi. RIAT – the first full show since COVID.
    vii. LAA Rally at Leicester.
    viii. UK Mini Tour in September which failed to complete route due poor weather but which provided an excellent learning experience for all 12 participants (in 6 ac).

c. Winter 2024/5 was the worst on record! HAC flew only 16 flights in Jan and NONE in Feb. By comparison in Jan 25 HAC flew 150 flights – more than we flew in Aug 24!

d. HAC completed a full winter works programme including:

    i. Club Declutter
    ii. Clubhouse redecoration thanks to Karl Smith and Team who put in 25 mandays of effort!
    iii. New signage on doors etc
    iv. Updated lighting thanks to Graham Bartlett
    v. New blinds in the Bar/Crew Room courtesy of Jon Lee
    vi. New carpet in the Planning Room – thanks Nigel Marshall, Jonathan Smih and Karl Smith.
    vii. Successful Spring Clean focusing on the ac and hangar with special thanks to Adam Norton for making our 3 ac gleam.

11. Fleet Use 2024/25 Season (cf 23/24)

a. C152s
    i. KI – 134 (295) hrs
    ii. TM – 147 (85) hrs
    iii. Total - 281 (380) hrs
b. PA-28s
    i. GA – 257 (263) hrs
    ii. RY – 236 (135) hrs
    iii. Total PA-28 - 493 (398) hrs

12. Historical Fleet Hours.

a. 2020-2021 – 855hrs
b. 2021-22 – 1280 hrs

c. 2022-23 – 1034 hrs
d. 2023-24 – 785 hrs
e. 2024-25 – 778 hrs

13. Future Fleet Plan.

a. Going forward we intend to maintain the current balanced fleet of 2 (owned) Cessna 152s (TM & KI) , one owned PA28 (GA) and one directly leased PA28 (RY).

b. We aspire to fly >400 hours pa on the 152s and >500 hours pa on the PA28s and the annual budget and costings are based on these aspirations. Should demand exceed these targets, the Chairman will consider supplementing the fleet.

c. RY has completed an avionics upgrade to get 2 x G5s and a G430. The "deal" we get on RY is very favourable and we should prioritize it (over GA) where practical.

d. An upgrade to GA's avionics is planned in due course when finances allow.

e. KI will have a panel upgrade in due course when funds allow.

f. The Committee will consider:

   i. Putting one or 2 ac on ground risk insurance over the winter to reduce outgoings.
   ii. Deploying one or 2 ac to Benson over the winter to maximise usage.
   iii. If we do deploy to Benson, offering night ratings.

14. Centenary Events. 2025 is HAC's Centenary. In addition to the full social and events programme, there will be:

a. A repeat of the 100 Airfield Challenge with a prize of 1 hr's free flying for the member making the most landaways in a Club ac and 1 hrs free fuel for the Club member making the most landaways in a private ac plus other mystery prizes.

b. A Centenary Day on 21st June during which we aim to have a HAC ac airborne continuously between 0900 and 2000. This will be followed by a BBQ for all members, family and friends in front of Hangar 3.

c. An EXPED to Poland

d. A presence at RIAT an Cosford

e. A UK Mini Tour - aiming to get to the Scillies this time (4 – 6 Sep

f. A fly out to Stowe Maries (28 Sep)

g. A Black-Tie Centenary Dinner in Oct/Nov. Unfortunately, HHOM will not be available due to structural issues, but a suitable alternative venue is being sought.

h. Centenary logo'd merchandise. Initially Centenary Polo Shirts & Hi Vis jackets. Will be pre-order only. Details to follow on website. One Time Offer only.

15. 2025/6 Strategy. To underpin the above plans by:

a. Realistic pricing to ensure financial viability
b. Maximising Fleet utilisation
c. Building Membership

ITEM 4 – Deputy Chairman REPORT

16. The Deputy Chairman emphasized the need to recruit new members. Unlike previous years we now had capacity for more civilian members as well as Service-related members. He encouraged current HAC members to spread the word!

ITEM 5 - CFI REPORT

17. The Chairman pointed out that since last year we had transitioned from Steve Thorogood as CFI to Deacon as CFI and FTFI; we had also appointed Rich Bull as DCFI and Steve had taken on the role of Asst Head of Trg. He thanked all the Instructional staff for their sterling efforts.

18. The CFI commented that solo hire hours were declining and Sunday/Monday bookings were down – mainly due to a lack of available instructors and that we were actively looking for additional instructor capacity. Meanwhile he exhorted members to book at weekends – maybe taking ac away for overnight stops.

19. Meanwhile the CFI looked forward to a very busy summer with 6 JROPPS scholars, 2 JROPPS Top Ups, possibly more IFS flying, a good number of member students, the EXPED, Cosford, RIAT etc etc.

ITEM 5 – DFSO REPORT

20. The DFSO reported in the absence of the FSO (absent on duty abroad).

a. He reported that there had been 3 reports in the past year all of which were now closed – compared to 12 last years. He wondered if we were under-reporting.

b. He said he understood the possible doubts of members over which reporting system to use. He stated that it didn't really matter as the FS Team will make sure the report finishes up in the right system.

c. Finally, he explained the Flight Restricted Zone concept – the extension of the ATZ 2 miles along runway headings for drones only – and encouraged members to report drone activity in this extend area.

21. The DFSO encouraged all members to report any out of the ordinary event.

ITEM 6 - OPSMAN REPORT

22. Fleet

a. The fleet has been pretty stable throughout last year. Both C 152s have been largely serviceable with no major “upsets” and GA has performed well. RY was well used last Summer and underwent an avionics upgrade over the winter that ran longer than planned but is now back with us with 2 x Garmin G5s and a Garmin G430; we have still to resolve database updates for the 430.

b. We have now put “our” 3 ac on a 100 hour servicing schedule. We will still do 50 hour services, but the timing is more flexible.

c. We have sold the Citabria cover which I suspect mist members did not know we had! We have also sold the old Tecnam engine and await collection by the Northern Ireland buyer who has paid a 50% deposit!

23. Flight Hours

a. Hours Calendar 2024 – Total 748.6 (HOBBS) hours flown
   i. KI – 130.9
   ii. TM – 143.5
   iii. GA – 237.0
   iv. RY – 237.2

b. Hours Calendar 2025 (1 Jan to end Apr 25) 173.6 (cf 108 1st 4 months 2024)
   i. KI – 54.7
   ii. TM – 37.9
   iii. GA – 81.0
   iv. RY – Nil

c. Much better start to calendar 2025 (+65 hours on same period in 2024). Solo hire however is lower than last year and Sunday & evening bookings are down. However, we are on track to achieve the hours used to calculate annual budget.

d. Operations Management Team

   i. As you will all know now, I took over as permanent part time Ops Mgr at the end of last September working nominally 20 hrs/week – ie 10 to 4 on Mon, Wed & Fri with balance working from home.

   ii. The Ops Spt Team is now well established with Simon Roberts as my deputy and Sam Davis & Rachel Willson providing additional support focusing on showing potential members around, completing Hangar inductions and each month reviewing expiring licences and currency. I am very grateful for the support of them all.

24. Flight Records

a. We are investigating the use of airborne time as the measure of servicing hours – rather than Tacho hours. We estimate that this would save us 5 to 10% on servicing costs. Our CAMO has agreed this, but we have yet to develop the process in the Club to enact it. We will provide a full brief to members in due course.

b. There have been too many occasions where the Flight Data Sheets and/or authorisation sheets have not been accurately or completely filled out. Sorting out these takes time that the Ops Team don't really have to spare, so please check before you walk away after a flight that everything is completed correctly – and payment made by BCS within 24 hours.

c. Simon Roberts is investigating the introduction of electronic flight data sheets which would further relieve the Ops Team of tedious and time-consuming data entry. When we are ready to trial the scheme, we will run in parallel with the paper-based system we now use.

25. Fuel Compound

a. We no longer have a MOGAS/UL91 capability in the BFI; you will have noticed that the second pump has been removed – and sold! The underground tank was life expired and too expensive to replace. This does not affect HAC as we no longer have any ac that use UL91; HMC and CGC now use AVGAS which increases their servicing costs but is safe and legal.

b. We had to replace the AVGAS hose last week as the old one had been damaged – we suspect by being caught on the gate bolt retaining "pipe" and "yanked" free (rather than being lifted off) making a significant cut in the outer shell of the hose. As these hoses cost >£1,000, someone's carelessness has cost HAC dear. Please take care of our infrastructure - it is expensive to maintain.

26. Clubhouse

   a. The clubhouse winter works programme is completed and you will agree it looks great. Thanks to all involved especially Karl Smith, Nige Marshall, Arthur Gill & Jon Lee. Only the Ac Cleaning Station remains to be installed (by the hangar door) and Deacon has that in hand.

   b. The tuck shop is now up and running again managed by Dave Scott and Arthur with Deacon overseeing and acting as Chief Buyer! The coffee machine gave up on us last month and we have reverted to use of the kitchen kettle. Both run on an honesty system!

27. Operational Budget

   a. We are broadly in line with the budget agreed by the Committee last December. Operating costs have shown a small profit over the first 4 months of the year and that is helping generate a fund for unexpected costs.

28. Website & IT

   a. Hopefully you will have noticed changes to the website that make it more relevant and useful to members. My thanks to Mark Wingrove for his help in these improvements.

   b. We have also changed Internet & phone provider to get a much better deal. There are still some teething problems – especially with the WiFi aspects, but Paul BH & Simon Roberts are working hard to remedy them – thanks to them both.

29. Thanks

   a. More generally I would like to thank all those members who chip in to help out – it is much appreciated by the “permanent staff” (Deacon & me). We would not be able to function without that help and it helps generate a truly “club” feel to Hangar 3.

ITEM 7 - Membership Sec REPORT.

30. As at end April – one month into Club Membership Year we had:

   a. 94 total members (cf 116 at end last Club Year – down 19%) of which
   b. 71 (81%) are Full Members (cf 85 – down 16.5%)
   c. 17 (19%) Associate (Civvy) members (cf 24 – down 26%)

d. 6 Non-Flying members (no change)
e. We have collected £19,059.17 in membership fees (cf £25,760 last year)

31. I will be culling the e mail lists and Online Booking System later this month to remove members who have not renewed.

ITEM 8 - TREASURER REPORT.

32. A financial report is available on the noticeboard and has been ratified by the Chair and will be submitted to Companies House; ratification was proposed by Alec Trevett and seconded by Dave Scott; it was approved unanimously.

33. The Treasurer re-iterated the financial difficulties explained by the Chairman and noted that rising prices, especially for aviation fuel and insurance were a challenge to all flying clubs. He encouraged members to get flying to help keep the Club financially viable.

34. The Chairman thanked Rob for his work as Treasurer which he kindly does for no fee saving HAC a significant sum

ITEM 10 – COMMITTEE STAND-DOWN & RE-ELECTION

35. Our constitution requires Committee members to stand down and be re-elected every 2 years. However, the OIC is appointed by the Station Commander and the DOIC is appointed by the OIC and confirmed by the Station Commander. Moreover, the CFI and Ops Mgr are all paid posts and are also appointed by the OIC who also appoints the Deputy Chair. Therefore, the remaining Committee members (Sec, Finance, Membership, RAFSA Rep, and FSO) are required to stand down every 2 years, but this was done last year so no re-election was necessary.

36. The Chairman thanked the Committee for their efforts. He announced that David Taudevin had been selected for Staff College and would be leaving in September so a replacement Secretary was needed; he invited members to consider volunteering for the post that has full Committee voting rights.

ITEM 11 – AOB

37. Adam Norton raised the possibility of Night Ratings, but this had been covered earlier.

38. Arthur Gill commented on the corrosion on RY. The Ops Mgr stated that this had been raised with the CAMO who felt that a respray might be needed next winter.

ITEM 12 – CLOSING REMARKS

39. The Chairman told the meeting that in 1925 HAC had been formed by 2 No 1 School of Technical Training instructors to design and

build an ac for Air Racing, At that time there were 2000 Apprentices here and 1000 joined HAC and designed and built G-EBOO known as HAC One (or The MayFly) which in 1929 won the Kings Cup Air Race. We are custodians of that legacy and continue to uphold the aims of HAC 1925, viz: f. Air Racing – FOTN Round the World in 2026 g. Air Experience for RAF personnel – JROPSS/IFS h. Aviation Education – Tuesday lecture programme 40. Interesting Fact! The 2 funder members of HAC published 2 books; Light Aircraft Design 1 and 2 which somehow found their way into the library at Colditz Castle POW Camp and were used by the Escape Committee to design and build the glider used in the famous escape. 41. The AGM concluded at 2130hrs. There were no actions.	

Original signed

M T Manwaring
Air Cdre
Chairman and OIC
Halton Aero Club

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