

Airport Users Meeting - Minutes of Meeting 09/08/18

Meeting Minutes	Title	Airport Users Meeting
	Date	09/08/18
	Time	17.30
	Location	Boardroom
	Minutes Taken By	B Rawlings

Attendees	Name	Role/Team	Initials
Chairman / Secretary	Brian Rawlings	Operations Manager	BR
	Bob Kirk	WFT	BK
	David Morgan	Private Owner Rep	DM
	David Howell	Private Owner Rep	DH
	Tim Brannon	Air Mid West	TB
Apologies	Dave English	PDG	DE
	Steve Wilkes	Hadair	SW
	Bob Lee	Jestream	BL

Item No	Minutes	Action
1	<p>Minutes of the Last Meeting</p> <p>Accepted as an accurate and true record.</p>	
2	<p>Matters Arising</p> <p>BR offered an update on points raised as part of last meeting:</p> <p>Web cameras and website were still being worked upon and it is hoped to have a new website up and running with the webcams during September 2018.</p> <p>Birmingham Local Airspace Infringement Team. BR advised he had attempted to attend 2 x meetings at Birmingham Airport but both had been cancelled by Birmingham Airport.</p>	

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	BR advised that the airport had now stopped Work Experience students moving forward on safety grounds and not having the personnel required to supervise them.	
3	<p>ATC</p> <p>BR advised that the 8.33MHz radio migration was now complete and that there had been no reported problems to date.</p>	
7	<p>Airprox</p> <p>None had been reported during this period.</p>	
8	<p>Complaints</p> <p>BR advised that 4 x noise complaints had been received by the airport. 2 x reports were from the same person in Beobridge. One in regard aircraft approaching to RWY 04 and the other was not in the area of the airport and had been forwarded to another airfield. Those relevant to the airport had been investigated and no evidence to non - standard flights or actions had been found.</p>	
9	<p>Wasir</p> <p>BR summarised WASIR's that had been received and actioned.</p>	
10	<p>Instrument Approach</p> <p>BR advised that this remained ongoing. He noted that the CAA CAP1122 had been found to be not fit for purpose and he was looking at options moving forward.</p>	
12	<p>Runway 28/10</p> <p>BR advised that he had put forward a repair solution to the airport owners and was waiting for their formal response as to if this could be moved forward. As a major capital expenditure this was being reviewed in detail.</p>	
13	<p>Security</p> <p>BR advised that there had been a damage to some of the crash gates and that a vehicle transporter had been stolen. This had been reported to the police.</p> <p>BR stated that additional CCTV was being mounted on the airfield and was looking to increase the amount of signage and possibly use of dummy cameras in places.</p>	BR
14	<p>Any Other Business</p> <p>BL had requested that the location of the fuel bowser near to the Helipads be looked upon. BR agreed to review and report back.</p>	BR

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	<p>TB stated he was concerned in regard the location of helicopter GCHAP close to the Picnic Area. BR agreed to review and report back.</p> <p>BR raised concerns in regard Night Flying and ensuring this facility was utilised. It was agreed to have a separate meeting in regard this. BR to arrange.</p> <p>BR reported that he had been made aware that an airport resident had been found refuelling an aircraft in a hangar and another had overfilled an aircraft allowing waste fuel to spill on the floor. In addition, he also stated that he had noted that some doing standard fuel checks on fixed wing aircraft were depositing this on the tarmac areas causing significant damage to the ground. BR was going to write to all users confirming that these was not acceptable practices and that with immediate effect drip trays were to be used by those refuelling from other sources than the fuel bay.</p> <p>BR reported that he had cause to pull up personnel on the airfield smoking. He asked that all users should abide by the rules clearly stated in the Aerodrome Manual and on signage around the airfield. The only approved place for smoking is the designated smoking area by the CAFÉ. BR agreed to write to all users reminding them of the rules and responsibilities.</p> <p>BR raised a concern of the complex nature of the circuits at WHGA when multi runways in use and he had concerns that this was becoming too difficult especially if inexperienced or student pilots were flying. He proposed to look at restricting numbers involved forward and intended to put forward some options for discussion.</p> <p>BR advised that he had been looking to see if Taxiway B could be repaired and brought back into use. He stated that due to the present condition and poor substructure that this would not be possible.</p>	<p>BR</p> <p>BR</p> <p>BY / ALL USERS</p> <p>BY / ALL USERS</p> <p>BR</p> <p>BR</p>
<p>19</p>	<p>Date of Next Meeting</p> <p>Tuesday 6th November 2018 at 16.30hrs</p>	

B. H. Rawlings

Brian Rawlings
Operations Manager

