

Airport Users Meeting - Minutes of Meeting 14/05/19

Meeting Minutes	Title	Airport Users Meeting
	Date	14/05/19
	Time	16.00
	Location	Boardroom
	Minutes Taken By	B Rawlings

Attendees	Name	Role/Team	Initials
Chairman / Secretary	Brian Rawlings	Operations Manager	BR
	Alan Austin	Austin Aviation	AA
	Darren Harrison	SAFO	DH
	Mark Lloyd-Davies	Autogyro Uk	MD
	Dave Howell	Private Owner Rep	DH
	Yvonne Bickers	Air Midwest	YB
Apologies	David Morgan	Private Owner Rep	DM
	Steve Wilkes	Hadair	SW
	Dave English	PDG	DE

Item No	Minutes	Action
1	<p>Minutes of the Last Meeting</p> <p>Accepted as an accurate and true record.</p>	All
2	<p>Matters Arising</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. BR confirmed that he had now been able to attend the last meeting held at Coventry Airport held on the 25th April 2019. He reported that this had been well attended and felt it would hold value for the attendance by schools. He passed on that the CAA were looking at the issue of infringements that could have been avoided with the use or correct use of modern aides such as Sky Demon. It was also being discussed how this might be added to the syllabus for students moving forward. In addition, the</p>	All

Item No	Minutes	Action
	<p>CAA had stated that a high percentage of infringements were happening with instructors on board. Consequently, this would be a focus during the next year.</p>	All
	<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. BR advised that he had written to all users, but BK suggested that some additional signage may be required to enforce the point when leaving the café area. BR agreed with the suggestion and stated he would action. BR advised additional signage had been installed. Closed</p>	BR
	<p>BR raised a concern of the complex nature of the circuits at WHGA when multi runways are in use and that 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 moving forward. This was discussed at length and a broad agreement to something being required was agreed. BR produced the following text for discussion / comment.</p> <p><i>“Use of multiple runways is to cease when more than two aircraft are in or call to join the visual circuit. If additional aircraft join, then all aircraft should revert to the published runway. Approaches to the non-published runway is then to be limited to one approach only with no mixed multiple circuits allowed.</i></p> <p><i>All aircraft are to revert to the published runway if the one or more aircraft are student pilots or an aircraft emergency is declared.</i></p> <p><i>If Runway 16/34 is required for the approach of larger aircraft, then it shall become the published runway until the aircraft has landed or departed the ATZ”.</i></p> <p>The text was broadly agreed with, but it was also noted that the return of RWY 28/10 to service in the future would aid the situation. BR advised that if receiving no objections / suggested amendments he would be looking to publish accordingly.</p>	All
	<p>BR advised that he had not received any adverse comments and that this had been added to the latest Aerodrome Manual issued at the end of April 2019. DH questioned as to how resident pilots would be made aware. BR stated that he would be writing to all residents in regard this change.</p>	BR
	<p>It was advised to all users that ATS were receiving some static feedback on the radios within the Tower. This was intermittent and only heard internally and not by aircraft. BR advised this was being investigated by engineers but had appeared to have stopped. BK advised he had noted some feedback when adjacent to the tower but had not heard it for some time. BR asked that anyone report the issue if it should happen to them. BR updated the meeting to say that some work had been undertaken by engineering and that no issues had been reported since. Closed</p>	Closed
	<p>AA asked if it would be possible to change the lock on the picnic area gate to a combination lock for ease of access. BR advised that this had been completed. However following discovery that the gates had been left unsecured on three occasions he had due to safety concerns reverted back to the original system with a key held and managed in the Tower. Closed</p>	All
	<p>CC highlighted to all schools that the rules in regard Designated Training Organisations (DTO) were due to change from the 9th April 2019. He urged all flight schools to make themselves aware of the requirements and action accordingly or risk potential closure. BR asked all to note that this deadline was now getting closer and urged all to action accordingly. BR reported that all schools had completed the required registration process with the CAA. Closed.</p>	Closed
	<p>BR advised that MCR would be holding a Public Consultation in regard the proposed development of the ‘Old Cinema Area’. This would be on the 7th March 2019 at the Bobbington Village Hall between 14.00 hrs to 19.00hrs. MCR would be present to answer questions and record any comments / suggestions. BR suggested that as many people from the airfield as possible should attend to discuss. BR updated to advise that the Public Consultation had happened as planned and had been well attended by local people and airport users. He updated the meeting to state that MCR would be attending the next Consultative Committee Meeting on the 12th June 2019 to</p>	All

Item No	Minutes	Action
	<p>provide an update in regards the application.</p> <p>BR highlighted that following a recent CAA visit that it had been clearly stated that under no circumstances should any form of Instrument Approach be undertaken at Wolverhampton Halfpenny Green Airport including what may have previously been known as the 'unofficial procedure'. He highlighted that the instructions received from the CAA included that the airport was now required to MOR any flight undertaking such an approach.</p> <p>BR noted that he was aware that this had raised several issues with operators and that conversations were ongoing between them and the CAA. He clearly stated though that the airport had to and would apply the CAA instruction. BR updated the meeting to advise that this instruction had now been given to other airfields and not just WHGA. Closed</p>	Closed
3	<p>ATC</p> <p>Nothing to report</p>	All
4	<p>Airprox</p> <p>None had been reported during this period.</p>	
5	<p>Complaints</p> <p>BR advised that 3 noise complaints had been received during this period. One had been identified to be an RAF Cosford aircraft. Both of the others had been actioned accordingly with correspondence directly with the complainant and that no further action was required.</p>	All
6	<p>Wasir</p> <p>BR summarised WASIR's that had been received and actioned.</p>	All
7	<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 was monitoring progress with other airfields. No airfields to date have been granted approval for an approach. BR Updated to advise that this remained ongoing and he was seeking clarification as how to respond to questions as part of a new questionnaire issued by the CAA. At this point of time he is unable to answer approximately 15 out of 55 questions required. Consequently, he had written to the CAA advising that over the next 3 months he would be reviewing as to if the application could be continued. BR advised the meeting that at this point in time he would not be pursuing the application further until the CAA might be able to provide guidance as to how they wished to manage applications. He noted that one airfield had even employed a 'specialist' at considerable cost to manage the application, but they had not been able to progress it further. This not being an option for WHGA due to the costs involved and lack of clarity.</p>	All

Item No	Minutes	Action
8	<p>Runway 28/10</p> <p>BR advised that the decision as to whether to proceed with Rwy repairs had been delayed until confirmation in and around Planning Permission for future development had been decided. BR agreed to keep all informed. Please see in any other business in regards proposed development.</p>	All
9	<p>Security</p> <p>BR advised that the times on the main airport security dates may be changing along with associated codes. This would be advised separately moving forward to all interested parties.</p>	BR
10	<p>Any Other Business</p> <p>YB passed on a question as to the a number of facilities available for families within the picnic area and could these be increased. BR advised that a number of picnic tables were present along with stacked chrs to the side and small toy aircraft for the smaller children. He agreed to review and see if anything could be added to enhance the visitor experience in that area.</p> <p>YB informed the committee that Chris Caine had been approached by a resident commenting that aircraft operating in the Bridgnorth and areas to the west were undertaking PFL's repeatedly to the same areas / fields. BR highlighted that some of these may not be WHGA aircraft but that he would write to all operators and owners and ask that they vary locations where they practice these manoeuvres.</p>	BR BR
11	<p>Date of Next Meeting</p> <p>Thursday 15th August 2019 at 16.00hrs in the Airport Offices</p>	

B. H. Rawlings

Brian Rawlings
Operations Manager

