

READING AND DISTRICT MODEL AIRCRAFT CLUB

Minutes of committee meeting held on 12th May 2025 at 19:45

Present: Andy Warlow, Dave Grey, Ian McConnell, Steve Fleming, Joe Dray

Absent: Tim Jones

- 1) Apologies: No apologies received
- 2) Minutes of previous meeting: Approved (See action log for matters arising.)
- 3) Action Log. Review completed and updated. Some items outstanding but none overdue.
- 4) Finance and Membership

Steve reported that there are currently 67 full members, 9 on the waiting list and 1 recent enquiry who was due to visit site at the weekend

Andy provided written analysis of costs involved with setting up the company with particular reference to:

-increase in solicitor's fees for preparing company articles. Increased from initial estimate of £2000 to £3432. Additional input required from solicitor to clear up various matters so fully justified.

- Increase from estimated £1000 to £2000 for licence fees by Pitmans with no justification. Andy to follow up with Dorota (TVP) (Action ref 25002)

- In summary estimated costs presented at EGM (25/2/25) have increased from £3106 to £5560.

- 5) Move to limited company – update. Most of the meeting was spent discussing progress in setting up the new company limited by guarantee.

Articles of association have been prepared by our solicitor, Harper James along with associated 'rules' document. These documents to be circulated for information to members along with progress report, (Actions 25008 and 25009).

Directors, Andy Ian and Joe to meet 3 times a year in addition to ordinary committee meetings to discuss company matters only.

Andy has found a supplier of an 'office address' in Mildenhall (Office-serv.co.uk) for an annual fee. This will also be used by the Directors

so private addresses will not be disclosed. Will be registered address for company on the new site licence.

Andy has set up email account for use by directors from receiving emails from the that have been sent from Companies House or HMRC

Andy has had discussions with Edmunds Accounting in Bracknell to see if they can help us to prepare annual accounts for the company to FRS 105 micro-entity standard.

Initial contact made with Barclays Bank re change in status. Need to contact again once company has been set up. Not sure if bank charges will now be applied to the current account

BMFA's Andy Symons to be informed when new company is set up so details can be changed and new insurance documents issued.

Company can be incorporated shortly enabling us to chase TVP/Oracle regarding new licence.

- 6) Flying field matters – not discussed
- 7) H&S – Review of incident reports. Report of one potentially dangerous occurrence when plane on dead-stick test landed but then rolled into a member of the public. Pilot was taking his A cert test at the time. No damage caused and no follow-up complaint received. Learning experience for those involved. An incident form was submitted.
- 8) AOB – No other matters discussed. **Andy was thanked for all the work he has carried out in connection with setting up the new company.**