

**MINUTES FROM STAKEHOLDERS' MEETING - 4TH AUGUST, 2014 @ 2.30PM
(Welsh Spitfire Museum, Haverfordwest Airport, Haverfordwest)**

Present

PCC

Dr Steven Jones (SJ – Director of Development), Barry Cooke (BC - Head of Property), David Jenkins (DJ - Project Co-Ordinator), Roy Ormond (RO – Airport Supervisor)

Aerodrome Users/Stakeholders

Bob Ellis (BE)
Malcolm Evans (ME)
Graham Clarkson (GC)
Ray Burgess (RB)
Gill Davies (GD)

1. Introduction by Dr Steven Jones

SJ commenced the meeting by welcoming everyone to the fourth annual Stakeholders' meeting, with apologies for the fact that there was no meeting in 2013.

SJ reiterated that Haverfordwest Airport is one a very few being owned and operated by a local authority. He then confirmed the changes in the County Council's financial position and that finances would be difficult over the next 2-3 years.

SJ made reference to the CAA audit which is taking place on Wednesday, 13th August, following a good CAA audit in 2013 (and also referred to the reason for these meetings relating to the 2010 CAA audit).

2. Apologies

Geoff Kingston
Paddy and Jane McNamara
Fly Heli Wales
John Adams-Lewis
Peter Owen
Bob Fowden
Byron Davies (Gill Davies attending)

SJ instigated a brief discussion regarding the best time for the Stakeholder meetings. RB suggested no change was necessary and this was generally agreed.

3. Minutes and matters arising from previous meeting

3.1 Runway Flooding – DJ advised that grooving is not an option but that PCC is looking to install vertical drainage pipes.

3.2 County Show – BC reported a more robust approach with the Show Society this year confirming that security will be more attentive to the erection of stalls and that airport staff will also more closely monitor this matter.

3.3 Washing Bay – BE and ME agreed that the allocated area is fine.

3.4 The aircraft tug is in place and BC reiterated the thanks from the commercial user group meeting to Malcolm Evans for sorting out glitches.

3.5 Operational Issues – BE requested that the conversion to UL91/Mogas be re-investigated. RO has discussed with GK as he believes this is still a good option, albeit PCC does not currently have sufficient capital at present to install the new pipe work and pump (circa £15,000). It was agreed that GK would investigate grant options.

GK

36 Any other business – RB confirmed microlights are no longer a problem.

4. Feedback from Commercial User Consultation Meeting – 15 July, 2014

BC gave brief feedback from this meeting as follows:-

- DJ gave brief outline of current letting down procedure. Meetings have taken place with the CAA. Awaiting funding decision from WAG.
- The purchase of the tug has been successful and thanks to Malcolm Evans for sorting out a few glitches at the beginning.
- An update was given on the Airport Supervisor and Airport Assistant Posts.

There were no issues arising from the above.

5. Strategic Issues

SJ advised of the potential EU State Aid proposed changes and that PCC is taking legal advice regarding the proposal that public bodies will be longer be able to provide subsidies to airports.

SJ advised of the proposed planning application to extend the uses available for Hangar 5 in order to encourage demand. Compatibility and safeguarding in relation to the airport would obviously be considered with any future tenants.

SJ asked for suggestions from the group for improving income. BE suggested that the landing charge should be waived for visiting aircraft re-filling with minimum fuel uplift in order to encourage pilots. RO says this may work with a minimum 50 litres uplift. ME added that perhaps a half landing fee could be charged for minimum 25 litres uplift. RO to investigate. RO also referred to the voucher scheme being run for August which has boosted the number of visiting pilots, half of whom have purchased fuel. RB says that reduced or free landing charges will encourage flyers from Swansea. ME, BE and GD agreed. ME asked whether any inducements could be made available to get hangar space occupied.

RO

RO/GK

SJ provided an update regarding Enterprise Zone status for the airport. A question was raised regarding incentives at Llanbedr and RO will investigate. SJ stated that a critical mass of employment around the airport (such as Puffin) is required as this will assist business demand.

RO

SJ referred to Welsh Government discussions and the high level support being confirmed in respect of Withybush, particularly with respect to the international petroleum companies. PCC is looking at extending the runway and improving approaches and it hopeful of new investment.

SJ discussed the blue light opportunities for co-location at the airport and possibility of attracting the air ambulance and others. GC queried the helicopter at the hospital and it was explained that the hospital site has become so densely developed that safety for helicopters landing and taking off has become an issue.

6. Operational Issues

SJ advised of the completion of the white lining of the runways. He then asked whether there was anything to raise from an operational perspective.

BE complimented RO on a great job (this is the view of many users). ME seconded this. The feeling is that RO attends to issues when they are raised.

GC asked about airport user meetings, complaining about the Flying Club leaving chocks lying around and leaving planes in a way that tends to block others movements. ME suggested that this needs to

be raised at a Flying Club Annual General Meeting.

GD then raised an issue relating to security within the hangars where the wing tip of their plane was damaged. Are the CCTV cameras in use and how long are the tapes retained. DJ advised that it is not a continuous recording but that it is movement activated and that the recordings are retained for a month. GD complained that when the damage was reported last year, nothing appeared to have been done regarding this.

BE has reported problems with the repaired hangar doors, as the motors are too powerful. GC also referred to issues with the hangar 4 doors.

RO

7. **Any other business**

GC complained about the lack of communication regarding the introduction of the increased hangarage fees. There was no formal notification and the increase only became apparent when Finance started to highlight shortfalls in payment. He requested that PCC improves communication and writes to users advising of uplifts in charges.

GC, BE and ME all confirmed that Haverfordwest Airport is very well thought of within the flying community.

BC advised of the forthcoming retirement of Geoff Kingston. There was a brief discussion around the internal appointments for the Supervisor and Assistant.

RB advised of the recently successful open day at the Spitfire Museum.

SJ thanked everyone for attending the meeting which concluded at 15.30pm.