

**MINUTES OF THE RANIGORA AIRFIELD ADVISORY GROUP****At the Rangiora Airfield****5.30pm on Wednesday 28<sup>th</sup> June 2022****PRESENT**

- Steve Noad (Chair)
- Joan Ward (Councillor)
- Paul Williams (Councillor)
- Helen Leslie (WDC, Note taker)
- Owen Stewart (Airfield Manager & Safety Officer)
- Ian McPhail, President of CAC
- John Dugdale
- Keith Vallance
- Rob Kittow
- Dave Harnett
- Buzz Harvey
- Scott James
- Bruce Drake

**WELCOME**

- Steve Noad opened the meeting at 5.30pm

Item #					
1.	<b>Welcome</b> Owen Stewart as new Airfield Manager & Safety Officer				
2.	<b>APOLOGIES</b> Grant MacLeod (WDC)				
3.	<b>CONFIRMATION OF MINUTES dated Wednesday, 31<sup>st</sup> May 2023</b> <b>Moved:</b> Keith Vallance <b>Seconded:</b> Buzz Harvey				
4.	<b>MATTERS ARISING</b> <ul style="list-style-type: none"> <li>• Gates –update from Grant next meeting</li> <li>• Road costs - update from Grant next meeting – Joan noted the heavy load on roading and that the council are spending a considerable amount more which is reflected in the rates increase. Bruce had received an approx. figure for sealing the road, \$200,000 800m x 6m wide, estimate sent to Grant MacLeod</li> <li>• Road speed – Airfield Mgr to work with RAAG re speed. Clarify road speed where it becomes Airfield Road from public road - from bend on Merton Road.</li> <li>•</li> </ul> <table border="1"> <thead> <tr> <th>Action/s</th><th>Who?</th></tr> </thead> <tbody> <tr> <td>Gate and road costs update</td><td>Grant</td></tr> </tbody> </table>	Action/s	Who?	Gate and road costs update	Grant
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5.	<b>MAINTENANCE</b> <ul style="list-style-type: none"> <li>• Corde started to repair road however bad weather has impacted this. Corde looking at options.</li> </ul> <table border="1"> <thead> <tr> <th>Action/s</th><th>Who?</th></tr> </thead> <tbody> <tr> <td></td><td></td></tr> </tbody> </table>	Action/s	Who?		
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6.	<b>HEALTH &amp; SAFETY</b> <ul style="list-style-type: none"> <li>• Also see noise complaints</li> </ul>				

	<ul style="list-style-type: none"> <li>Aircraft forced landing practice, Buzz has spoken to instructor who was okay with it, it was a particular training event.</li> <li>3<sup>rd</sup> report of intruders this time round Mt Hutt hangar, 6.30am and left cross runway when disturbed.</li> <li>Re the theft, the Police are on to someone. They have asked Steve more questions re the person who said that he worked for the Airfield. He is not known to any contractors that work at the Airfield.</li> <li>Loud sensor for deterring undesirables?</li> <li>Re-programming gate - separate time for Thursday night, shut earlier other times.</li> </ul>	
	<b>Action/s</b>	<b>Who?</b>
	Re-programming gate	Helen
<b>7.</b>	<b>NOISE COMPLAINTS</b> <ul style="list-style-type: none"> <li>Holiday camp people have an issue with aircraft flying over the camp. Owen review the plate and follow up. Steve and Owen met with them today. Seems unusual. They had 2 registrations which Steve is getting info from to chase up. Agreed to keep communication going with them ie. Club days etc.</li> </ul>	
	<b>Action/s</b> Ensure camp ground aware of any events/activities at the Airfield	<b>Who?</b> Steve/Owen
<b>8.</b>	<b>GENERAL</b> <ul style="list-style-type: none"> <li>Spread the word to keep off airside as much as possible. Lot of vehicles driving up and down the taxiway. Due to the soft ground at the moment in particular.</li> <li>Left hand side of 07 extremely soft. Confusion about the Notam received for some. When written they are sent to Notam who then often change them.</li> <li>Discussion took place around the need to spread the load on the runway to take the load off the centre line. Comment made that instructors are teaching students to get touchdown, aiming for marker board which is centre. Instructors need to ensure do not land in same spot all the time. Possibly block off as for reseeding, so diff areas blocked off 3 times a year. 3 diff landing spots throughout the year. Suggestion of moveable marker boards, lengthwise, every 100m? Steve will talk to Notam and CAA to get their view. Also be aware that this will shift the shoulder.</li> <li>Instructors also asked if the Taxiway ends here sign could be smaller? When originally put in it was too small and redone to size recommended by authorities. Owen to investigate compliance. Lower/trim sign?</li> <li>Lease – put on hold during Owens appointment period. Now to get under way.</li> <li>Plate – has been under action for a long time, waiting because of the aeronautical study outcome. CAA have concerns about the draft plate. Aeronautical services in Wellington approve the plate who are a subcontractor to CAA. Owen noted that CAA said a plate is not a rule. Owen will review the plate and follow up. Need to progress this. CAA were holding back to get feedback from meeting. Owen suggests looking at other similar airfields and then have discussion with cross-section of people for information needed on the plate. Steve to send draft plate to Owen to review.</li> <li>Owen gave an overview of his background.</li> </ul>	
	<b>Action/s</b>	<b>Who?</b>
	Landing lines – investigate Taxiway ends here sign, smaller? Lease – Grant sent out latest? Plate - Owen review the plate and follow up. Steve said draft to Owen	Owen/Steve Owen Steve/Grant Owen/Steve

**Meeting closed at 6.15pm**

**Next meeting to be held 26<sup>th</sup> July 2023**