21 April 2014

**WW1 AVIATION HERITAGE TRUST – Record of Decisions**

**EXTRAORDINARY MEETING, MON 21 APR 2000 UTC, SKYPE**

**Attendance**

P

Dick Forsythe Trustee Chair

A

Jonathan Martin Trustee

P

Ben Forsythe Trustee

A

Gene De Marco Trustee

P

Michael Drayton Trustee Sec

**ITEM 1 – Lines to take with Stow Maries**

There are institutional and organisational challenges at Stow Maries that may require policy changes to the objects and purposes of WAHT. I need your agreement to the lines to take in moving forward. Also, we need to ensure that all aspects of our governance are impeccable as it is an apparent lack of transparency, as well as some strange behaviour at the aerodrome, that form a major part of the concern.

Decision: It was agreed that merging with SMGWA provided WAHT had a controlling interest could be the correct approach and DF was authorised to engage with the relevant authorities and report back by 31 May.

**ITEM 2 – Declaration of Conflict of Interest**

No declarations in conflict of interest in matters to be discussed.

**ITEM 3 – WAHT Governance Policy Document**

A second draft is attached.

Decision: It was agreed that the governance policy document V-0-2 should form the basis of WAHT Governance. Detailed policies within it to be agreed separately.

**ITEM 4 – Extension of Objects to include Stow Maries**

English Heritage (EHL) have invited us to a meeting in Cambridge (DF/MD? Wed 23 Apr) to discuss the way forward and the WAHT role at Stow Maries. The desired end state is still that the aircraft should operate from Stow Maries however I have warned EHL that this will not be possible under its current management. The current Trust object is limited to a collection of aircraft for education purposes and was written some while ago.

Decision: It was agreed that approval conditional on the outcome of the meeting in Cambridge for changes to the Articles to accommodate revised responsibilities at Stow Maries would be sought from the Charity Commission/English Heritage before being approved by the Trustees by special resolution iaw the Articles of Association.

**ITEM 5 – Addition of Trustees**

The addition of specific air show and airfield management skills to the existing Trustees would give WAHT a more rounded experience base and set us up well for discussion with EHL. The recently retired IWM Duxford Director has agreed to join as a Trustee and has recommended the current Airfield Manager with whom I have already been in discussion. There are others.

Decision: It was agreed that:

Richard Ashton on receipt of his signed eligibility form (Proposer/Seconder) should be invited to be a trustee.

Tom Turner on receipt of his signed eligibility form (Proposer/Seconder) should be invited to be a trustee and subject to a meeting with him.

**ITEM 6 – BANKING POLICY**

WAHT has a Barclays Business Account and we have resolutions to allow single signature provided a quorum has agreed the payment. It has been recommended that the following wording should apply:

Decision: It was agreed that any two of the Trustees excluding Ben Forsythe should be authorised signatories of cheques. Payments in excess of £500 must also be authorised by special resolution.

**ITEM 7 – FLYING AND ENGINEERING SUPPORT TO WAHT AIRCRAFT**

Two BE2es arrive at Southampton 7 Jun. I have a quote from Personal Plane Services for the support required to get the aircraft reassembled, cleared to fly and air-tested. TVAL wish to directly supervise these aspects of the operation and are producing a similar quote. Both options could work. As yet we have no funding.

Decision: It was noted that there were at least 4 options - Personal Plane Services, TVAL Direct, Duxford, Richard Grace. The decision was deferred until more information was available.

**ITEM 9 - AOB**

The numbers required for a quorum is currently 3. However, the matter is being considered further in light of the appointment of additional trustees and recognising our obligation to set up categories of membership.

The next meeting would be held 11 May 2000 UTC (2100 BST).

Meeting closed at 2210 hrs.

Original Signed

R A Forsythe

Chair