



WAHT Meeting 3 - Record of Decisions			
Meeting Date:	Mon 23 Jun 14	Time:	1600
Chairman: Dick Forsythe			
Held at		Online - Skype (video and audio)	
File reference:		WAHT/Trust/10-Meetings	

Distribution and Attendee List

(P indicates that the member was present; T indicates present via teleconference; A indicates absent; AT indicates in attendance; L indicates limited attendance; D indicates distribution only)

T	Dick Forsythe	A	Richard Ashton
A	Gene DeMarco	T	Anthony Demby
T	Michael Drayton	T	Phillip Clegg
T	Jonathan Martin	A	Russell Savory
A	Ben Forsythe	AT	Steve Parker

Item 1. Introduction

Much has happened in the week following the meeting. I have listed Open Actions from the meeting and in some instances in the follow up so that we have a central record of activity.

Item 2. Meeting 2 RoD

Decision against Agenda Item: Agreed.

Item 3. Review of Open Actions

Decision against Agenda Item: See Annex A.

Item 4. Statement of Accounts - No Change

Decision against Agenda Item: Agreed

Item 5. Funding

Decision against Agenda Item 5a1: It was agreed as the Bonham terms were now known that Dick Forsythe and Gene DeMarco should agree the basis of the Reserve Price for BE2e A2767 £350K.

Timeline: By 3 Jul 14

Sec Note 1: In discussion with Gene (25 Jun) £350K represents the cost of manufacture and delivery cleared to fly in UK.

Decision against Agenda Item 5a2: It was agreed wrt the Breitling packages -



Watch/Jacket/Flight - that as WAHT would not be able to get passenger cover and that Bonhams would not agree to a reserve on the two Breitling packages that the packages would be reduced to a Watch, Jacket and day out at Stow Maries and that Dick Forsythe would check out the Breitling view on no reserve.

Sec Note 2: Richard Ashton was going to check against the insurance advice as he believed that there were precedents to raffling flights with suitable passenger cover.

Sec Note 3: Breitling are not keen to enter their watch/jacket/day out at SM packages to auction without a reserve and suggested a raffle which Anthony Demby is researching.

Sec Note 4: Breitling marketing material available 5th Jul. Way ahead to be agreed Meeting 5 (3 Jul)

Breitling have very generously offered two Breitling [Chronomats](#) (£7000 each) and a [Breitling pilot jacket](#) (details/picture?) as sponsorship for WAHT to assist in supporting our flying programme this year. We intend to package each watch and jacket with a visit to Stow Maries and a flight in a BE2e. The starting price for each package is £10000. With the money raised we will be able to secure a visit to UK for the summer by a Sopwith Tabloid in which the RNAS conducted the first strategic bombing raid against Zeppelin sheds in Dusseldorf in Nov 1914 and a Nieuport Bebe which was very popular with the RNAS pilots early in the War. If you are interested in bidding for this wonderful opportunity to experience WW1 aviation at first hand with a watch to commemorate the occasion, please contact our Chief Trustee dick.forsythe@ww1aviatioheritagetrust.co.uk. The offer will be open until 23 Jun 14.



Decision against Agenda Item 5a3. It was agreed that as the Goodwood entry to the Freddie March Spirit of Aviation has been confirmed, the following arrangements for Trustee attendance would be put in place.

Sec Note 5: Provisional Plan (pse bid)

Date	Time	Event	Tickets Avail	WAHT Participants	Comments
Thur 11 Sep	1800	ETA BE2 Goodwood		TVAL Pilot?	Goodwood Air Traffic Control on +44 (0)755061 Open from Wed 10th Sep
	1900	Revival Launch Party	2	MD, DF	Dress "Period"
Fri 12th Sep	0800-1700	Goodwood Day 1	4	MD, DF, JM	Pilots Club (VIP) 08-1700 Meals available - Swing badges (2). Freddie March Aviation Badges (2* Metal) Car parking tickets (competitors support car park and privileged areas)
	1700	Bonham's Sale		MD, DF, JM	Catalogues needed. Bonhams +44 (0)207 393 3900.
Sat 13th Sep	0800-1700	Goodwood Day 2	4	BF, MB,	MB - Martyn Bowden - Breitling Pilots Club (VIP) 08-1700 Meals available - Swing badges (2) Car parking tickets (competitors support car park and privileged areas)
		Saturday Night Revival Party	2	DF, SF	
Sun 14th Sep	0800-1700	Goodwood Day 3	4	MD, DF	Pilots Club (VIP) 08-1700 Meals available - Swing badges (2)
	1030	Concourse d'Elegance Judging		MD, DF	
	1730	Prize-Giving		MD, DF	

Timeline: Bookings for Goodwood to Dick Forsythe by 15 Jul 14.

Decision against Agenda Item 5b: NFA under this submission. Dick Forsythe had submitted a £96K Project Enquiry -OH-14-00947 (16 May 14) under the Our Heritage Category of the Heritage Lottery Fund was rejected with positive advice that we should resubmit once we get our relationship with SM resolved as there was not enough about the heritage benefits to the community in the submission.

Timeline: Submission before 31 Dec 14



Decision against Agenda Item 5c1: At Gene DeMarco's suggestion a request has gone to Cyma Petroleum (UK) Ltd for 600 gals of AVGAS.

Nil Response - NFA

Decision against Agenda Item 5c2: RAF 100 (Wg Cdr Ian Sharrocks) has put Dick Forsythe in touch with Paul Beaver who amongst other things facilitates interaction with aviation and the City. Paul Beaver has made some suggestions and Dick Forsythe will follow them up in Jul. His fund-raising dinners may be a venue for a Breitling Raffle?

Timeline: By end Jul14

Item 6. Insurance

Decision against Agenda Item: Simon Howell has advised on the WAHT insurance requirements and TVAL's Insurance cover for their aircraft has been expanded for aircraft operations in Europe this year, however, we have not yet seen the amended cover

Sec Note 6: Simon Howell's comments have been passed to TVAL's insurance broker and Gene DeMarco will provide a 2nd revision version asp. The WAHT/TVAL SLA has also been updated to identify insurance responsibilities and cover. It is hoped that WAHT will only have to provide Hangar Keepers and Trustee Indemnity Insurance and that TVAL cover will extend across all aspects of operation and maintenance of WAHT assigned aircraft.

Timeline: By end Jul 14

Item 7. SMGWA

Decision against Agenda Item 7a: It was agreed at Meeting 3 that any greater cooperation with the SMGWA Trustees should await the outcome of the various meetings with the Maldon Council, EHL & NHMF during Jun 14.

Sec Note 6: Since then George Kieffer has joined as an SM Trustee after discussions with Dick Forsythe and Richard Ashton. We have received formal notification from the SM Trustees that Russell is now appointed Site Manager which includes responsibilities for the Volunteers. Planning approval for the temporary hangar is expected by mid-Jul with the Hangar ready for occupation mid-Jul. The Volunteer situation will take longer to resolve. Shuttleworth's hangarage of the aircraft is not open ended so we now need to confirm the aircraft's deployment to SM in August (BEF deployment 11th-14th Aug?) and set up an SLA with the SM Trust to cover the aircrafts' residence, fee-earning, and a combined fund-raising strategy.

Timeline: Review at WAHT 31 Jul.

Decision against Agenda Item 7b: Javier Arango has promised the Tabloid and possibly one other on the basis of the synergy created by basing WAHT aircraft at Stow Maries. With funding, other artefacts from NZ could be brought over to start the creation of diorama at Stow Maries. This could still potentially happen if funding presents itself.

Timeline: 31 Jul 14.



Item 8. Documentary Funding

Decision against Agenda Item 8: WAHT's single object is to advance education in the evolution of military aviation and the courage of the aircrew. It was agreed that up to £500 would be authorised for a ~4 minute documentary subject to a proposal from Ben Drayton who was going to do most of the research and editing. The documentary was to demonstrate the key aviation events of the first year of WW1 - BEF Deployment, RNAS Bombing of the Zeppelin sheds and the Fokker Scourge - using primarily archive footage with a small WAHT promotional bias at the end. Ben is researching this and has yet to find sources of suitable footage

Timeline: By end Jul 14.

Item 9. Business Planning

Decision against Agenda Item 9: The draft Business Plan and Budget is currently under review by Richard Ashton.

Timeline: It will be circulated for approval at Meeting 6 - end Jul 14.

Item 10. Management Structure and Responsibilities

Decision against Agenda Item 10: A Draft Management Structure and Responsibilities had been circulated. Agreed and posted for Trustees on website (pse check that you can access)

Timeline: Agreed

Item 11. Governance

Decision against Agenda Item 11: Draft Governance Policies had been circulated (OneDrive\Trust\Draft Policies). Agreed and posted

Timeline: Agreed

Item 12. Any Other Business

Decision against Agenda Item 12: With the increase in Trustees to 8, it was agreed the Quorum figure should be increased from 3 to 5. Dick Forsythe would ensure the changes were reflected in the Articles of Association held at the Charity Commission and Companies House.

Timeline: By 7th Jul 14.

Item 13. Next Meeting.

Date of next meeting Mon 21 Jul 2014 at 2100 BST/0800Z?

DICK FORSYTHE
Chief Trustee



Annex A - Meeting 4, Open Actions

Serial	Item	Remark	Action by
2/1	Change to Banking Mandate - 2 signatures out of 3 signatories (DF, MD, JM)	Awaiting Docs from Barclays (appear to have been lost and need to be resubmitted)	DF
3/1	Bonham's agreement to WAHT lots Breitling package and Gift aircraft at Revival auction	Bonhams terms now known: <ul style="list-style-type: none"> • Reserve for BE2 is £350K - cost of manufacture and delivery to UK. MD to progress with Bonham's on this basis • No reserve on Watch/Jacket - Breitling recommend Raffle? AD to research Raffle formats 	MD AD
3/2	Responsibility for Breitling liaison and advertising package	Marketing avail 5 Jul	BF
3/3	HLF "Our Heritage" Project Enquiry	DF to submit full application when agreed - Rejected, Complete	DF
3/4	Paul Beaver generated fundraising opportunities	DF to Lead - still yet to meet	DF
3/4	WAHT Insurance requirements inc Trustee indemnity	The SLA with TVAL with a copy of their update Insurance Doc will allow this to progress. Hangar Keepers and Trustee Indemnity likely to be the only reqts as WHAT will sub-contract the aircraft operation and maintenance to TVAL	DF
3/6	SMGWA cooperation	Formal Notification of Russell's appointment as Site Manager received. Temp Hangar ready in Aug 14. Volunteers issue to be back-briefed to SM Trustees on 1	All



		Jul (delayed) - WAHT/SM SLA/Mgt Agreement needed pdq	
3/6	External Line to Take - Delay in arrival at Stow Maries due to hangar delay exclusively	Javier still willing to provide Tabloid and ? this year if funding available but decision required be end Jul	All
3/7	Provisional agreement to £500 fee for ~4 min documentary on WW1 aviation Aug 14 - Jul 15 subject to proposal	Proposal awaited - source material proving difficult to locate	DF
3/8	Business Plan/Budget, Management Structure and Responsibilities and WAHT Operating Policies to be adopted	Agreed	All
3/9	Post meeting - Contracts with Flight Restorers, TVAL, Duxford to be agreed	SLA in progress with TVAL	DF