

# **The Firs Farm Aerodrome Manual**



**Revision Date: September 2021**

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## Pilot Rules for the Firs Farm Airfield

- The Airfield operating hours will be between 9am and 1 hour before official sunset. Any other use of the hanger or airfield outside of these hours, are by arrangement only with Site operator.

### Location of Emergency Equipment (see plan at back of manual)

- First Aid: In the flight office
- Defibrillator located in office unit yard (accessible by the front gate).
- Fire extinguishers: Outside of hanger door
- Keys to open gates in an emergency in key safe by personal gate
- Emergency phone numbers to obtain key code are by gate

### NON AIRSIDE

- Only invited guests are allowed onto the site and must be signed in, and read airfield manual
- People using the hanger must understand the alarm and the rules connected with the alarm. Misuse of the alarm will result in a call out fee being charged.
- No children allowed on the site, unless you have called the site operator in advance to ask for permission. Then, children are only allowed airside if they are getting into the plane. This is a working farm, and not a place for children to play.
- All gates are to be kept shut. This includes the roadside gate
- If you are not returning on the same day as departure, you must inform the site operator that you are not returning. This means that the site can be secured and lock the gates that night.

## AIRSIDE

- PPR is **mandatory**. It is a requirement for the use of Firs Farm Airfield, that aircraft details, departure airfields, and POB are registered with the airfield owners. This must be done on the PPR form which is located online at [www.firsfarm.com/airfield](http://www.firsfarm.com/airfield) or by completing the form at the back of this manual. Copy this form and email back to [admin@firsfarm.com](mailto:admin@firsfarm.com). If you are doing repeat visits, then a new form may be not necessary. But you **must phone** and speak to the owners prior to your flight.
- All pilots need to make sure that their aircraft are suitable for this strip and they have experience to use short grass strip of this type.
- To check the notice board in the flight office of any important information relating to the airfield.
- All operations at Firs Farm are PPR except for aircraft based at Firs Farm.
- Pilots are reminded to sign into the book every time they fly in and out of the airfield.
- Pilots are responsible to check that the taxiway and runway are in good condition and safe to use before each flight. Any problem must be reported to site operator.
- Before starting engines make sure that the area is clear of people and animals. That all other people are Non airside and gates are shut. CLEAR PROP must be shouted loudly at least 5 seconds before starting engine.

- Continue to keep a good watch around the propeller area when an engine is running
- Be prepared to immediately shut down an engine if anyone/any animal/anything approaches your aircraft.
- Move to the Hold areas as soon as practical after engine start. Engine warm/run ups are to be done at hold A. Pre-flight checks to be done at hold B or C. Keep time at hold B to a minimum due to noise and footpath.
- Run ups are only to be carried out at holding points. Do not site your plane at the rear of the farm house garden.
- Please note that there is a public footpath at the end of runway 023. (See site map). Please ensure that you look out for pedestrians and any dogs being walked. If you are taking off, wait at holding B until they pass. Be prepared to immediately shut down an engine if anyone/any animal/anything approaches your aircraft.

If you are looking to land, please do a circuit until they have moved on. **PEDESTRIANS HAVE THE RIGHT OF WAY.**

- Runway 05 has a right hand circuit and 23 has a left hand circuit
- When lining up on 05 and 23 note that vehicles and objects may be hidden beyond humps. Be vigilant.

- Both sides of the runway have rough grass conservation strips. Do not leave the mowed grass runway.

All circuits to the south of airfield.

No circuits to the North.

No flying over the Village of Leckhampstead and RAF Welford.

(See Map)

- Aircraft performing aerobatics and low flying in the vicinity of Firs Farm will not be welcome at the airfield without permission of the owner.
- No circuit flying (Circuits means min flight of 30 mins or less and or multiple landings)
- On landing, pilots should taxi to holding point A as soon as possible and quietly as possible.
- It is advisable to use the Radio when flying in the circuit. Freq 135.480. Make standard calls. Start calls with "Firs Farm Traffic"
- Visiting aircraft must pay landing fee.
- The operator has the right to close the airfield at any time. This may be due to weather ground conditions, farming activities, mowing grass.
- The operator may restrict the number of take-off and landings in a day if over usage occurs.
- Accuracy of the data in this manual cannot be guaranteed; pilots and their passengers operate at their own risk.

## Fuel Storage

- Refuelling must always be done outside
- Fuel must only be stored in approved containers.
- No fuel containers to be stored hanger. Fuel to be stored in fuel store.
- Before refuelling check the accessibility of fire extinguishers. These are located at the entrance to hanger door.
- Do not spill fuel on the grass, it will kill it.

## Movement of other people's aircraft

- Don't move other people's planes unless you have their permission.
- Any aircraft moved outside must be secured with consideration to the wind.

## Miscellaneous

- No smoking on any part of the site.
- No cars on the runway or taxiway.
- If you are the last to leave the site, please switch off all lighting, heating, lock and shut **all gates**.
- All aircraft owners must have insurance to cover aircraft and public liability. A copy must be given to the site operator.
- CCTV is operating on this site.
- It is advised that pilots read the CAP793 Safe operating practices at unlicensed aerodromes.
- You should also have seen CAA Safety Sense Leaflet No 12 Strip flying

Chapter 5 Flying Operations

1 While this Chapter details issues for both pilots and aerodrome operators to consider, it is possible that the operator may be a pilot too so they have not been separated. Where there is both an aerodrome operator and a pilot involved, it will be necessary to agree on the division of duties so there is no misunderstanding over where responsibilities lie. 2 If there are no permanent buildings such as a hangar on the site, the aerodrome operator or pilot should consider siting a small hut, or caravan, on the aerodrome to store fire appliances, first aid equipment and a movements log. A notice board displaying aerodrome information is also useful. The building/caravan should be marked clearly with a large black letter 'C' on a yellow background to show visiting pilots where the movements log is kept. Procedures should be put in place to ensure pilots always complete the movements log. The local police and Customs may wish to check on flights in and out, as may the local planning department if the aerodrome is operating under the 28-day rule. Aerodromes used for flying training should have a suitable briefing room or area to allow pre-flight and post-flight briefings. 3 A visual inspection of the airfield including checking the runway, and taxiways if available, should be conducted each day before the start of flying and again if there are reports of Foreign Object Debris (FOD) on the runway. 4 A further inspection (which should include a check of the aerodrome ground lighting) should be conducted prior to starting night flying. For hard runways particular attention should be paid to debris. Damaged areas should be repaired as soon as possible. 5 Grass runways also need regular maintenance: regular cutting and rolling together with the elimination of potholes and rabbit and other animal excavations. The surface of a grass runway can be considered smooth enough if a car can be driven over it at 30 mph without undue discomfort. A programme of planned maintenance should help to improve the quality and longevity of the runway. 6 The aerodrome operator or pilot should ensure that ruts, soft ground or other problems are marked, particularly if visiting pilots are allowed to use the aerodrome. Requiring visiting pilots to obtain Prior Permission Required (PPR) will provide an opportunity to ensure they are made aware of such problems. 7 To prepare for the event of an aircraft overrunning the end of a runway, overrun areas may be provided, either directly beyond the runway or slightly to either side if the ground in these areas would reduce the hazard arising from an overrun. Aerodrome operators and pilots should remember that, in the event of an overrun, stopping the engine will considerably reduce the distance travelled, and may reduce damage to the aircraft if contact is made with hedges or other objects beyond the end of the runway. 8 Aerodrome operators and pilots should consider options available following an engine failure soon after take-off. They should remember that in such a situation wing bank angles must be limited to 30° or less and heading changes to less than 30° either side of the aircraft's nose. 9 Aerodrome operators and pilots should consider the effect of runway surface state (e.g. wet or longer than usual grass) and/or contamination (e.g. recent rain, standing water or mud) on aeroplane take-off and landing performance. Appendix B details the necessary safety factors.

July 2010

10 If the aerodrome is accessible to the public or to livestock, aerodrome operators and pilots should always ensure that both are clear of the runway or operating surface before commencing operations. Public footpaths should be clearly marked with warning signs advising of flying operations. 11 Aerodrome operators and pilots should investigate and be aware of the effect of various wind directions on operations, considering wind shear, roll over from trees and buildings on the aerodrome. 12 Birds are a hazard at all aerodromes but can be particularly so at small strips where roosting sites can be very close to the runway. Therefore awareness of the hazard must be high and procedures should be in place should some bird control activity be necessary. Reasonable attempts should be made to remove birds from the aerodrome. Guidance on techniques and systems to help reduce the risk of a bird strike can be found in CAP 772 Bird Strike Risk Management for Aerodromes, available via [www.caa.co.uk/cap772](http://www.caa.co.uk/cap772). 13 Before each flight, aircraft commanders must consider the Maximum Take-Off Mass (MTOM) of their aircraft, its loading, the prevailing weather conditions and the condition of the runway. Where appropriate, the aircraft commander must carry out a mass and balance calculation and a performance calculation to confirm that they can still safely operate from the aerodrome. The performance calculation will need to take into account the condition of the runway, obstacles, wind direction and strength and weight of the aircraft prior to commencing flying (see Appendix B). Appropriate weather reports for the planned flight must be obtained.

## Yard Access

For: Pilots

The Yard operating hours are now between 8am and 6pm GMT and 8am and 8pm BST. Any other use of the yard outside of these hours, are by arrangement only with Site operator

- There are dogs loose to patrol the whole area. So, if you are worried about the dogs, do not enter.
- No other dogs are to be brought into the farm yard.
- Any guests or visitors are to be signed in, and must read manual.
- Everyone using the yard must read the safety notices and risk assessment.
- People using the hanger must understand the alarm and the rules connected with the alarm. Misuse of the alarm will result in a call out fee being charged.
- No children to be left airside or in the yard while flying, unless they are under supervision of a responsible adult. This is a working farm, and not a place for children to play.
- All cars and vehicles must drive slow Max 5mph.
- All cars use the yard and park at their own risk
- No Access to any buildings unless you have permission from the owner
- No flammable liquid or chemicals to be stored on the site.

- No climbing on stacks of wood, pallets, fertiliser or containers.
- No fires.
- Caution when using the electric gate. Keep clear when the gate is opening and closing. Please make sure that the gate shuts behind you. Wait and watch it fully shuts. This will keep the dogs in and unwanted visitors out!

# THE FIRS FARM AIRSTRIP

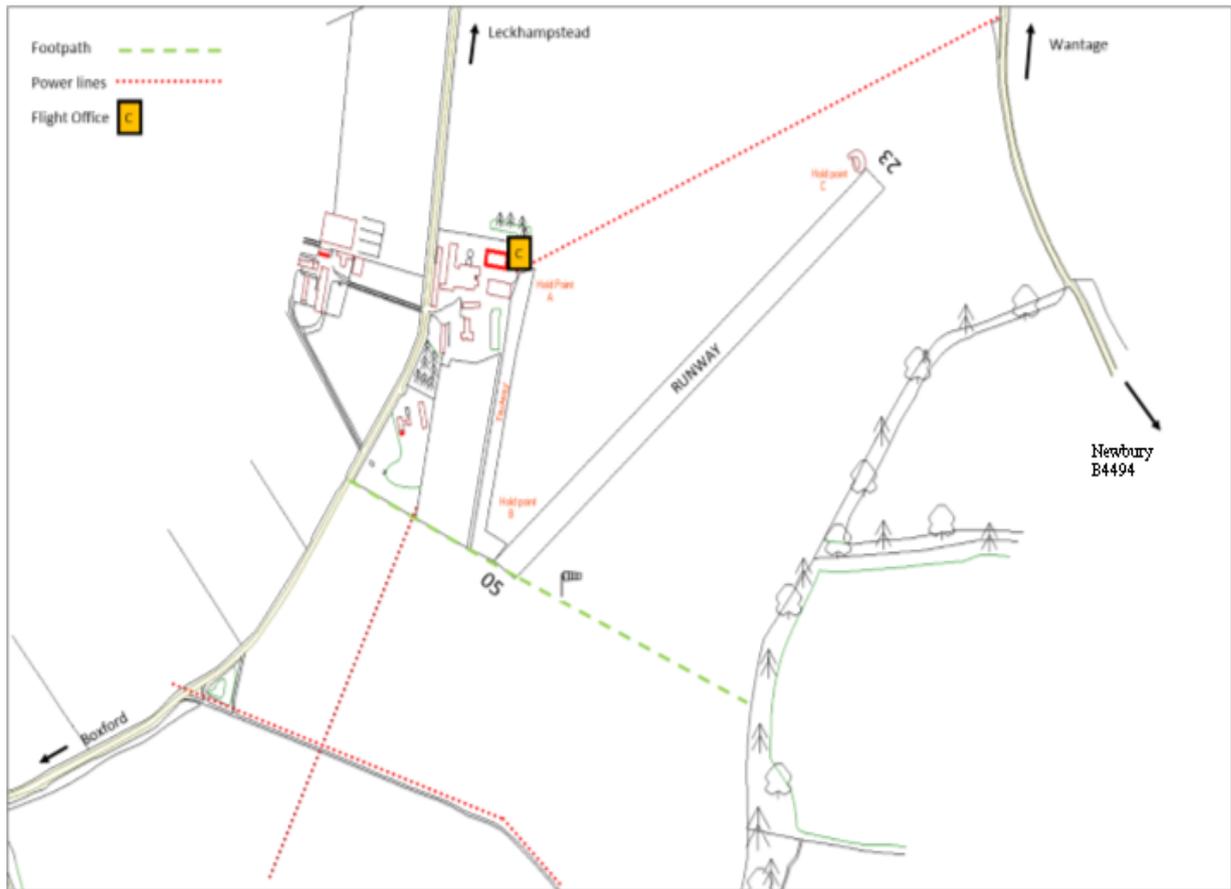
N51 28 W01 22

Runway 05/23 Length 560m

450 ft AMSL

5 nm N N W of Newbury

1 nm N W of Welford



## REMARKS

Operated by B P Brown & Sons, The Firs Farm, Leckhampstead, Newbury, Berkshire. RG20 8RD

Strictly PPR and at Pilots own risk

NO flying over the village of Leckhampstead and RAF Welford

**All circuits to the south please and use Safety COM 135.480 MHz**

## CAUTION

Power cables 40ft high 320m from the threshold of Rwy 05

Tumulus at the threshold of Rwy 23

4m of tall rough grass each side of Rwy (conservation strips) uneven ground

Public footpath at end of runway 023. Give way to pedestrians

## CONTACTS

Nigel Brown

Mobile

07836 726983

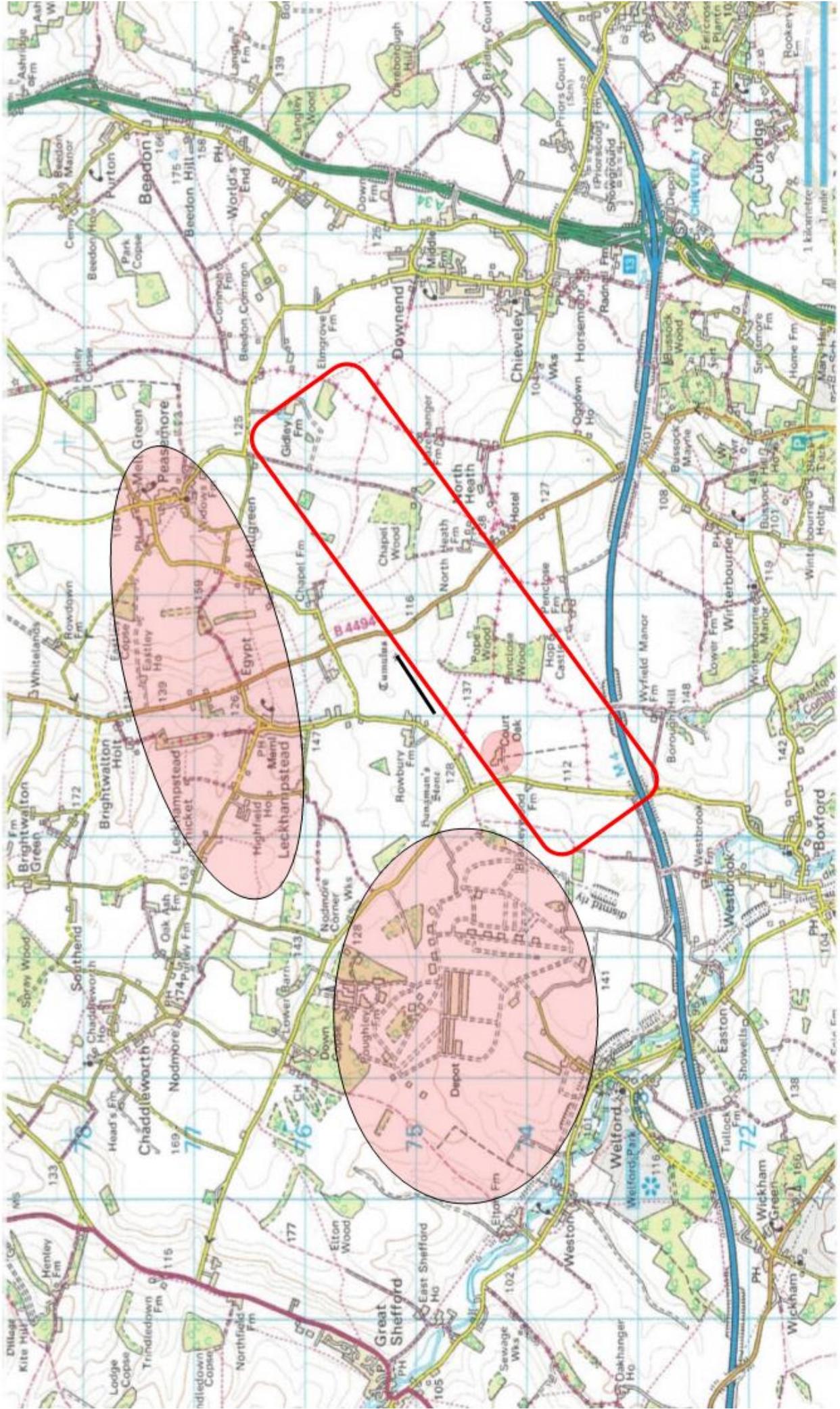
Email

nigel@firsfarm.com

Taxi (ALPHA) 01635866777 : Pub /Restaurant (Crab & Boar) 01635 247550



**Noise Abatement and No Fly Zones At Firs Farm Airfield**



No Fly Zone



Circuit Route. All to the South

## Airfield Price list

As of 1<sup>st</sup> April 2021

- Plane inside hangar POA
- Plane inside hangar(small/fold) POA
- Plane outside parking POA
- Landing fee £12 per landing
- Overnight parking £12 Up to 24hrs
- Extra group members  
service Charge POA

Note: Monthly charge for plane hangar includes 1 service charge and all landing fees.

Prices do not include VAT

All payments to be made in advance via direct debit.



The Firs Farm Airfield, Leckhampstead, Newbury RG20 8RD

**Use this form for Aircraft  
that are to be based at Firs  
Farm**

<b>AIRCRAFT TYPE:</b>	
<b>REGISTRATION:</b>	
Name:	
Address:	
Telephone Number:	
Email:	
Next of Kin	
Emergency Contact No:	

I have enclosed a copy of my Insurance Document

I have read and agree to the airfield rules

Sign Here: \_\_\_\_\_

List any other Group Members (if more than 4, use separate sheet):

*Name 1* \_\_\_\_\_

*Name 2* \_\_\_\_\_

*Name 3* \_\_\_\_\_

*Name 4* \_\_\_\_\_

*For all payments to us, please use our Bank Details: Lloyds Bank, Abingdon  
Account Name: B P Brown & Sons Sort Code: 30-67-53 Account No: 22398768*

The Firs Farm Airfield, Leckhampstead, Newbury RG20 8RD

FORM FOR ADDITIONAL MEMBERS OF A GROUP

<b>AIRCRAFT REGISTRATION</b>  OF GROUP YOU ARE IN:	
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Name:	
Address:	
Telephone Number:	
Email:	
Next of Kin	
Emergency Contact No:	

I have read and agree to the airfield rules

Sign here: \_\_\_\_\_

*For all payments to us, please use our Bank Details: Lloyds Bank, Abingdon  
Account Name: B P Brown & Sons Sort Code: 30-67-53 Account No: 22398768*

## The Firs Farm PPR Request form

**Name** .....

**Email** .....

**Telephone** .....

**Aircraft type** .....

**Aircraft registration** .....

**Inbound from** .....

**Date of arrival** .....

**ETA** .....

**Number of Passengers** .....

### **Please read and tick boxes**

#### **Pilot briefing**

I have self briefed from the Aerodrome manual and confirm that I will comply with all procedures and requirements including aircraft characteristics and performance.  
Circuits/noise abatement

I understand circuit procedures are to the South of the airfield and will follow all noise abatement procedures.

#### **Fees**

I will log in and pay the landing fee and overnight parking fee in cash or Paypal on arrival.

#### **Risk awareness**

I acknowledge that this is an unmanned farm strip and I accept that my visit is entirely at my own risk and responsibility. I have full insurance cover to operate at this airfield (you may be asked to prove this).

#### **Radio**

I will make blind calls on 135.480 starting with "Firs Farm Traffic".

#### **PPR requested**

I understand that sending this form does not imply permission granted and that I will not land at Firs Farm without prior written permission. I will also phone on the day for updates.

#### **Initial visit**

My initial visit requires a prior verbal briefing, and I will phone for this.

**Sign** .....

