

**THE CARAVAN CLUB – SUFFOLK CENTRE**  
**MINUTES OF MEETING HELD AT HINTLESAHM**  
**Wednesday 4<sup>th</sup> November 2009**

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**Present**

Chairman	Derek Pannell	<b>DP</b>
Vice Chair	Brian Southgate	<b>BS</b>
Vice Chair/Webmaster	Trevor Smith	<b>TS</b>
Secretary	Tracy Totman	<b>TT</b>
Treasurer	Janet Dobson	<b>JD</b>
Equipment Sales	Gary Maples	<b>GM</b>
Rally Secretary	Nigel Berry	<b>NB</b>
Registration Secretary	Sheena McCartney	<b>SM</b>
Publicity	Rosanna Waterson	<b>RW</b>
Junior Crewe	Denis Mattocks	<b>DM</b>
Newsletter	Alan Green	<b>AG</b>
Sports Officer	Christopher Stammers	<b>CS</b>
Rally Equipment	Darren Fitch	<b>DF</b>
Publicity	Janice Kent	<b>JK</b>
Committee Support	John Payne	<b>JP</b>

**1.0 Apologies for Absence** **ACTION**  
1.1 None

**2.0 Previous Minutes**  
2.1 Proposed by Brian Southgate and seconded by Sheena McCartney

**3.0 Matters Arising**  
3.1 The date of the last meeting was the 2<sup>nd</sup> September not the 9<sup>th</sup> September.

18.3 The past chairman had not plugged into an electric hook up but had put a cable through a window and plugged into the electrical mains.

5.1 TT had written to Pam and Derek Scott thanking them.

The minutes from the short meeting following the AGM were proposed by Janet Dobson and seconded by Alan Green

**4.0 Chairman's Report**  
4.1 **DP** had attended the Harvest Supper where he had assisted Dave and Tracy Totman run the rally, and also the AGM.

4.2 DP thanked DM for chairing Halloween and NB for chairing The Harvest Supper

**5.0 Vice Chair Report**  
5.1 BS had attended the memorial service for Eileen Weller on behalf of the Centre.

5.2 BS had attended the Denver holiday rally, Henham Steam rally and the Norfolk invitation fishing rally. Norfolk had won the cup but Diane Preston had won the ladies trophy and Megan Preston had won the Junior trophy. The Regional boat trip up the Thames had been well supported and successful. BS had also attended the AMM in London, where Brian

Richardson had apologised for the state of membership services.

5.3 TS had nothing to report.

## 6.0 **Treasurers Report.**

6.1 Apologised for not listing the Charity monies at the AGM. DP stated that he had contacted Mick Prentice who had raised the issue around the charity funds after the AGM when he spoke with TT. The Chairman's Charity raised £1953.86p. The MS Society received £94.45p, The Children's Hospice received £1012.42, RNLI received 191.65 and Lymphoma received £220.

6.2 Bank balance £6265.24 Junior fund no figures as party about to take place. £750 remained in the special fund.

6.3 JD said she wished to remind everyone that VAT would be rising to 17.5% next year. Some rally marshals were making up their own account forms and she requested that this be stopped. JD to put an electronic version of the account form on the website for marshals to use if they wish. JD

6.4 JD reminded GM that he needed to undertake a Stock take of equipment in December. GM

6.5 JD recommended that the Admin fee stay at £1.00 if marshals only chose one colour on weekend rallies and up to two colours on special rallies on the plaques.

6.6 JD asked DP to present proof to the auditors of his identity. DP

## 7.0 **Secretary Report.**

7.1 Membership numbers were up. Total combined number of members, joint and family members totalled. 2267. New members since August were 62 and current membership stood at 1237 a raise of 168 since March.. There then was a discussion around the best way to manage the new way the members were being presented to the centre. The electronic version was discussed but not sure this would be any more helpful than the printed version. TT to investigate. TT

7.2 TT had received a letter from Brian Richardson in regards to the membership services, which was not particularly helpful. It suggested that all centres had to struggle on for the moment and they would try to improve the way in which it was presented to centres.

7.3 TT had received a reply to the letter that she had sent to the member in relation to the incident at Thorpeness. This was discussed in depth and it was agreed to contact the rally marshals for their comments and account of events.

7.4 TT had received new public liability insurance for the next year.

## 8.0 **Rally Secretary Report.**

- 8.1 The Rally Book was virtually completed and should be at the printers within the next few days.
- 8.2 The 5 Centre Rally would be held at Great Saling and booking forms are now available.
- 8.3 A member had complained that rallies were full at the AGM and could slips be being passed before the AGM. There was a discussion around this and it was decided it was highly unlikely and rallies have been filling up very quickly for next year. DP will contact this member DP
- 8.4 NB requested that the 2011 rally list be removed from the website as it was causing problems with marshals booking rallies. This was agreed. TS
- 8.5 There was a discussion about members making complaints to members of the committee and the correct procedure is to put any complaints in writing to the centre secretary so that these can be brought to meetings for discussion.
- 8.6 TS stated that he had sent an invitation to Norfolk and Mid Anglia centres inviting them to Rose Farm next year but had heard nothing back.
- 9.0 Equipment Sales**
- 9.1 GM reported that sales had slowed down and he would order the new year pointers.
- 10 Rally Equipment**
- 10.1 Equipment boxes to come in now to be sorted for next season
- 10.2 It was agreed that the flagpole was to be ordered.
- 10.3 DP requested that larger 5 MPH signs be made, as members are not adhering to the 5MPH rule.
- 11.0 Sports Officer**
- 11.1 CS requested some headed notepaper to write letters to gain some support for sports. TT
- 12.0 Registration Secretary**
- 12.1 Nearly finished and up to date. To bring to Natter and Chatter for members to check. TT
- 13.0 Publicity**
- 13.1 RW found it difficult to get adverts this year. JK and RW to work together for next years book.
- 14.0 Junior Crew**
- 14.1 The Christmas Party full.
- 14.2 Junior Crew passports due in and NB to run off some new ones for next year. Passports to run from AGM to AGM NB
- 15.0 Newsletter**
- 15.1 Nothing to report. Next Newsletter due at Natter and Chatter.

- 16.0 Webmaster**
- 16.1 Updated committee members on website. Could TT ask David Totman for TT photos from AGM.
- 16.2 Rally programme for 2010 to be updated on the web
- 17.0 Regional Meeting report.**
- 17.1 There is a generator that will be available for Hire for rallies.
- 17.2 London to Brighton cycle ride will be taking place again. 3 teams to be entered from the Caravan Club.
- 17.3 National to be set up in regions.
- 17.4 North Essex to organise a Theatre weekend Feb 2010
- 17.5 Region has requested more grant monies.
- 17.6 It has been requested that the regional minutes be posted on their web page.
- 18.0 AOB**
- 18.1 TS suggested that no Christmas cards to be sent again this year to other centres and a donation be made to charity. This was agreed and the two charities chosen MS Society and GOSH - £50 each.
- 18.3 CS requested that we push the 5 Centres and National rallies to encourage people to participate in the sports.
- 18.4 SM suggested that as we had new committee members this year could the Guide for Committee Members be finished so that everyone understood everyone's role on the committee. This was agreed.
- 18.5 JP asked where the party tents at Mildenhall Rally had come from. It was explained that they came from the Caravan Club stores.
- 18.6 DP said that although David and Marcia Gomersall had declined a horse for their 500th rally as they already had one they would like a donation towards this.
- 18.7 NB asked about the marshal's workshop at the Natter and Chatter. It was agreed that it would go ahead.
- Date of next meeting**  
Wednesday 9th December 2009 at 7.30p.m. at Hintlesham.  
Meeting closed at 9.35p.m.