



**THE CARAVAN CLUB – SUFFOLK CENTRE
MINUTES OF MEETING
7th December 2005**

PRESENT

Chairman	David Totman
Vice Chair	Anthea Southgate
Secretary	Sheena McCartney
Treasurer	Janet Dobson
Ass.Secretary	Nigel Berry
Rally Equipment	Brian Southgate
Equipment Sales	Margaret Calvesbert
Junior liason/newsletter	Denis Mattocks
Webmaster /Rally Secretary	Trevor Smith
Sports Officer	Rosanna and Bob Waterson
Publicity	Gary Maples
Charity	Derrick Stammers

Action

1.0 Apologies for absence

1.1 Derek Pannell.

2.0 Previous Minutes

2.1 Agreed by committee and signed by David Totman.

3.0 Matter Arising

3.1 DT advised that there were no recorded minutes from the meeting held on the 2nd October 2005.

4.0 Chairman's Report

4.1 DT announced that £214.00 had been raised for the charity fund from his Banham Zoo Rally.

4.2 AS announced that Robert Harridge had won the fishing trophy at the Sizewell Rally.

5.0 Treasurer's Finance Report

5.1 JD confirmed that the Marshalls packs were now ready.

5.2 JD advised that auditing of the accounts should be completed on time.

5.3 JD advised the committee that the number of members rallying were down from last year.

5.4 DT raised a concern with regard to having to pay for events during rallies and how notice was required to raise a cheque. JD confirmed that 7 days notice would be required and that she was a compulsory signatory for all cheques which would need to be signed by her and one of the other signatories.

5.5 The committee agreed that requests for rally books for other centres be charged at £1.50.

6.0 Secretary's Report

6.1 SM reported to the committee that membership had dropped last year to 1,003, but this was mostly due to members not realising that they had to complete the centre slip again.

6.2 SM tabled a couple of Christmas cards that had been received from other centres.

6.3 The Caravan Club have requested the names of the appointed CLO's. AS volunteered her services and another centre member will be asked. **DT**

6.4 SM advised that she still had no response from Bob Black with regard to his invitation to the 1500th rally.

6.5 NB suggested sending out a small flyer made up from a photograph from the Children's Christmas Party sending our greetings and setting out that we would not be sending Christmas Cards this year and donating the monies to the Chairman's Charities. NB will arrange. **NB**

6.6 South Lancashire are holding a holiday rally on the Isle of Wight from the 29th July to 12th August, details are available from TS.

6.7 The Isle of Wight Centre will be holding the holiday rally at South Fulness Farm over Cowes weekend on the 24th July to the 7th August 2006, again details are available from TS.

7.0 Rally Secretary Report Programme

7.1 DT confirmed that the Rally Book should be available within the next couple of weeks.

7.2 DT advised the committee that he was transferring his responsibilities to TS.

7.3 DM advised the committee that the 2006 Children's Christmas Party Rally cannot be held at Brook Hall School and will make enquiries at Hallowtree. **DM**

7.4 TS advised the committee that Kessingland were being difficult with regard to booking of Paul Davies rally due to the nature of their booking appointments. TS confirmed that he would fill out the necessary forms on behalf of the centre and forward these to Kessingland.

8.0 Equipment Sales

8.1 MC advised that a further £54.00 has been paid into the accounts from equipment sales.

8.2 MC confirmed that all the stock was accounted for however there were a number of surplus glasses and it was suggested perhaps these could be re-engraved for the 1500th rally. This will be discussed again at the next committee meeting. **Committee**

- 9.0 Rally Equipment**
- 9.1 It was agreed that due to a current promotion by the supplier BS will order 3 new bags for the flagpoles and 3 new bags for the urns as discussed during the last meeting. **BS**
- 10.0 Sports Officer**
- 10.1 DS advised the Sports Officers that the sponsorship money would be provided in the new year for the additional football t-shirts as discussed at the previous meeting.
- 11.0 Publicity**
- 11.1 GM's draft letter to new members was tabled and discussed and amendments were made to the wording with the final draft being agreed by all.
- 11.2 GM to make enquiries with regard to sponsorship for the 1500th rally. **GM**
- 11.3 DT will make enquiries with the Stonham Barns to check whether trade stands are allowed. **DT**
- 11.4 DS advised the committee that he had arranged a dealer day at Stowmarket Caravans for the 22nd and 23rd April 2006.
- 12.0 Charity**
- 12.1 DS advised the committee that Steve Garrard had informed him of a current promotion to return computer cartridges which can then be sold to raise money for charity. DS will provide further information at the next committee meeting. **DS**
- 12.2 JD confirmed that £2,180.00 had been raised from Derrick Stammers past year and will be split between Make a Wish Foundation and the Royal Physician of Surgeons.
- 13.0 Webmaster**
- 13.1 TS has updated the website with the new programme.
- 13.2 DT and SM have been provided with the back up information to gain access to the website.
- 14.0 Newsletter**
- 14.1 DM advised the committee that articles were flowing in along with rally reports and he will be working on a newsletter for the natter and chatter.
- 15.0 Junior Crew**
- 15.1 JD advised the committee that there was £325.00 left within the Childrens Christmas Party Fund.
- 15.2 DT and the committee thanked DM and his wife for organising the Childrens Party along with those who kindly dressed up for the occasion and helped on the day.
- 16.0 Regional Meeting Report**
- 16.1 AS confirmed that the next meeting will be in January.

- 17.0 1500TH Rally**
- 17.1 BW confirmed that the stage is booked.
- 17.2 It was agreed that a Childrens Entertainer during the day would also be of benefit and DM will make enquiries.
- 17.3 DS chased the Caravan Club Band to obtain confirmation as to whether they will be attending the 1500th Rally or not and this is to be provided at the next committee meeting. **DS**
- 18.0 National Rally**
- 18.1 CLO Marshalls have been requested by the National Working Committee and this was covered under item 6.
- 19.0 Any Other Business**
- 19.1 DT briefly went through the previous meetings minutes checking the action points.
- 19.2 Further enquiries are to be made with regard to the banners. DT advised that he would look into a solid board, DS will obtain a quotation and NB will obtain a quotation for banners. **DT,NB,DS**
- 19.3 It was agreed that we would remain with the current plaque supplier but would obtain a new up-to-date book of graphics.
- 19.4 The committee agreed that a couple of insurance quotes are to be obtained with regard to riding on floats at both the Brightlingsea and Thorpeness Carnivals. These would be either annual or over a weekend. **MC,RW**
- 19.5 SM raised concerns with regard to purchasing stamps to send out the Rally Books as a club cheque would not be acceptable over the counter. DT will make enquiries at his local Post Office. **DT**
- 20.0 Date of Next Meeting**
- 20.1 1st February 2006.
- 21.0 Meeting Close – 9.50pm**

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