

**THE CARAVAN CLUB – SUFFOLK CENTRE
MINUTES OF MEETING
WEDNESDAY 4th APRIL 2007**

PRESENT

Chairman	David Totman
Vice Chair	Derek Pannell
	Anthea Southgate
Treasurer	Janet Dobson
Secretary	Sheena McCartney
Ass.Secretary	Nigel Berry
Rally Equipment	Brian Southgate
Equipment Sales	Margaret Calvesbert
Publicity	Gary Maples
Charity	Colin and Jan Goddard

ACTION

1.0 Apologies for Absence

1.1 Denis Mattocks, Rosanna Waterson and Trevor Smith

2.0 Previous Minutes

2.1 Proposed by SM and seconded by BS.

3.0 Matters Arising

3.1 DT tabled the sample of the Suffolk Horse which they had obtained from the shop at Finchingfield at a cost of £59.99. Generally it was agreed that the bronze sample was good although we would wait until a sample of the colour horse had been obtained which would hopefully be the next meeting. **DP**

3.2 JD referred to item 21 where she stated that she had sent confirmation of receipt.

3.3 JD stated that the deficit mentioned within item 6.3 of the previous minutes was not due to the admin fee.

3.4 JG advised that the Air Ambulance PR team had confirmed that they will be present at the Pig Roast at Woolverstone.

Regional Presentation

3.5 Derrick Stammers attended the meeting to discuss the organisation for the forthcoming Centenary Regional Rally. DS advised that since Mike Threadgold's attendance at our meeting back in October he was attending to check on how the organisation of the Regional Rally was progressing and to continue the liaison. DP raised concern that there was poor liaison from MT and there appeared to be confusion about who was organising certain events during the weekend. DS will report back once MT has returned from holiday to confirm the programme and what assistance is required from the Suffolk Centre. SM advised DS that she would be withdrawing from organising the Caravan

Manoeuvring Competition as, again, there had been poor feedback from the region as to what was required and it was proving difficult to obtain a caravan for the event. It was further highlighted that the draft programme prepared by MT had not included the Caravan Manoeuvring Competition in anycase. JD reported that the accounts appeared to be working well between herself and David Gomersall but again there was poor liaison with MT.

3.6 The centre had been approached as to whether the marquees could be hired out during the Regional Rally weekend. It was agreed that they would not due to the reason recorded in last year minutes.

4.0 Chairmans Report

4.1 DT thanked all on behalf of Tracy for the cards and flowers that she had received while she was unwell following their return from their holiday.

5.0 Vice Chair Report

5.1 AS reported that she was running out of first rally plaques. It was agreed that a further 50 would be ordered.

5.2 DP reported that John Wade attended the Newbourne Rally and it was good to see him out on the rally field again looking well.

6.0 Treasurer

6.1 JD reported the following Accounts.
Fund Raising Account: £522.45
Junior Fund Dropped by £30.00
Current Account End of March: £8,323.00 although this includes £2,500.00 of payments in respect of the Regional Rally.

6.2 JD reported that Ringshall had run at a loss.

6.3 JD reported that she had received a letter from the Caravan Club confirming receipt of the £1600 grant money sent.

6.4 JD reported that she had received a request for payment from the Domain Name Owner for the Suffolk Centre Website and for the annual subscription. **JD**

7.0 Secretary's Report

7.1 Membership currently stands at 1,111.00.

7.2 SM reported that a lot of new rally books had been sent out and she is now running low.

7.3 It was agreed that the Suffolk Centre will enter the quiz at the National Rally.

7.4 It was agreed by all that Charlotte Maples will be the Pennant girl at the National Rally.

7.5 Various correspondence has been received as follows:-
The Club is planning to lay down a time capsule at the New Forest Caravan Club Centenary Caravan Site in January 2008 to mark the end of the centenary year. It is intended to fill the capsule with the various items

including the Chairman's Report following the AGM, Club Magazine and Sites Directory etc. In September each Centre will be provided with a specially manufactured archive box measuring 13" x 11" and 2.75" deep in which to put their own contribution.

7.6 The Caravan Club have confirmed that the Health and Safety at Work Act 1974 does not apply to activities of centre rallies, therefore the Health and Safety practice for Centre Rallies is to be withdrawn.

7.7 A list of amended rally fixtures on club sites was received from the Caravan Club and passed on to TS.

7.8 It is intended to hold a Charity Garden Fete during the National Rally and SM has details of this.

7.9. Confirmation was received from the Caravan Club that the Club's PRS Music Certificate has been renewed to cover all Caravan Club activities. SM retains a copy of this.

8.0 Rally Secretary

8.1 A report was received from TS and read out by DT as follows. TS has received a quotation for additional 2007 Rally Books as follows. **Com**

300 booklets - £481.00

500 booklets - £645.00

He requires confirmation as to whether to proceed with an order.

8.2 Joy Anderson has confirmed that she will not be able to marshal at Saxted for personal reasons, AS and BS advised that they would stand in.

8.3 Paul Davies has not been in contact with TS since the Natter and Chatter regarding Pleasurewood Hills Rally. TS will follow this up and establish whether he can still run the rally. **TS**

8.4 NB suggested that perhaps the covers to the rally books could be black and white rather than colour as this would significantly reduce the cost. DT will look into it. **DT**

8.5 Rede Hall Rally in May has increased to 40 units and the CC has been notified.

8.6 The 2008 Rally Programme is still receiving provisional bookings and TS is following up suggestions and ideas for new venues in 2008. He will be contacting marshals to ensure that the 2008 rally information sheets are completed in good time. He needs these in early September to allow him to prepare the AGM Report. The full current list is available on the website.

8.7 AGM date for 2008 needs to be checked with TS. **DT**

8.8 DT reported to the Committee that Stonham Barns is available for the 40th Anniversary next year, but has yet to confirm costs.

- 9.0 Equipment Sales**
9.1 DP and BS handed over their sales to date to MC.
- 10.0 Rally Equipment**
10.1 BS reported that all sets of equipment are now out and it was agreed to buy a sheet of plastic for the additional signs for Thorpeness.
10.2 BS reported that the electric urn is to be returned to him for the Weeley Rally so that a test could be undertaken during the course of the weekend.
- 11.0 Sports Officer**
11.1 It was reported that a new set of netball tops and bibs had been obtained with the cost being covered by sponsorship.
- 12.0 Publicity**
12.1 GM reported that he is still awaiting for two invoice payments.
12.2 GM reported that Linds will cover the cost of the next newsletter and that DT may have a further sponsor for £35.00.
- 13.0 Charity**
13.1 DT reported that he had looked into the lottery licence requirements and, as long as tickets were only sold to club members, then a licence is not required.
- 14.0 Webmaster**
14.1 The report from TS confirmed that Rally Reports had been received for Tattingstone and Kessingland Rallies and that there were few other rally updates and news items.
14.2 The Anglia Region Website is almost ready and it is anticipated that the site will be live before Easter as planned. The address will be www.angliaregion.org.uk.
- 15.0 Newsletter**
15.1 TS has started the main newsletter using content provided by DM and others. He will contact DM again following the committee meeting and would like to set the dead line and review the final version of the special edition newsletter by the next committee meeting on the 2nd May. **TS**
- 16.0 Junior Liaison**
16.1 Nothing to Report
- 17.0 Regional Meeting Report**
17.1 The next regional meeting will be in a fortnight's time.

18.0 Regional Rally

18.1 Discussed above.

19.0 National Rally

19.1 SM reported to the committee that approximately 60 vans are currently booked on from the centre. SM to check national programme so that the flagpole date and time can be agreed for the weekend. **SM**

19.2 It was agreed by the Committee that £200 would be available to cover both the cost of the decorated car event and for the cheese and wine get together.

19.3 DT reported that plaques will be required for sports etc.

20.0 Any Other Business

20.1 CG will approach CC regarding possible additional caravan club site at Henham.

20.2 DP was asked at Newbourne why the minutes are not any longer displayed on flagpole. The Chairman and the Vice Chair will try and display minutes on a regular basis during rallies.

20.3 It was reported that Joy Anderson would like to thank all for the cards and flowers that were received and to all those who attended Andy's funeral.

21.0 Date of Next Meeting

21.1 2nd May 2007

Meeting Closed at 8.50pm