

**THE CARAVAN CLUB – SUFFOLK CENTRE**

**MINUTES OF MEETING HELD AT HINTLESHAM**

**WEDNESDAY 12<sup>th</sup> December 2012 at 7.30pm**

**Present :**

Chairman	Brian Southgate	BS
Vice Chairman	Paul Fitch	PF
Vice Chairman	Denis Mattocks	DM
Treasurer	Janet Dobson	JD
Secretary	Janice Kent	JK
Rally Secretary	Alan Green	AG
Equipment	Katie Gothard	KG
Publicity	Nigel Berry	NB
Junior Crew Liaison	Daryl Syrett	DS
Register Secretary	Diane Preston	DP
Webmaster	Trevor Smith	TS

**1.0 Apologies for Absence**

1.1 Sports Officer Chris Stammers

**2.0 Signing of Previous Minutes**

2.1 Proposed DS seconded KG

**3.0 Matters Arising**

8.1 - Tottenham press should read Tuddenham Press

**4.0 Chairman's Report**

4.1 BS has attended three rallies : Anglia Region AGM, Christmas Shopping at West Stow and Black Horse Farm for Bruges Christmas Markets. All went well.

4.2 Brain also represented the Club at the funeral of Bill Cribb.

**5.0 Vice Chairman's Report**

5.1 PF nothing to report -

5.2 DM - has 16 slips for Natter and Chatter Rally

5.3 So far only 15 vans are booked on the rally for children's party – should it run at a loss? There have been several last minute cancellations. The committee felt that the defaulters should be charged and the money can be used towards the cost of the rally.

The Committee were happy to carry on the running the rally as so many arrangements have been made and it would be costly to cancel.

JD suggested that the Centre should put in some extra funding to ensure the Christmas Party did not run at a loss. A contribution of £45 was approved unanimously.

#### **6.0 Hon Treasurer's Report**

- 6.1 The end of year bank balance is £11,547.20. This relatively high figure is accounted for with monies waiting to be paid out for the New Year Rally and also VAT monies waiting to be paid over.
- 6.2 Hintlesham Village Hall has new booking secretary and the price is going to be increased to £16.50 per night.
- 6.3 JD has had no response from J Laws from the Caravan Club about our outstanding query or coming along to a meeting to discuss the various issues.
- 6.4 The Accounts going to audit by February 2013
- 6.5 In lieu of Christmas Cards we will donate £100 to East Anglian Children's Hospice Appeal. NB will send a report on the total amount raised for charity to CC magazine.

#### **7.0 Hon Secretary's Report**

- 7.1 Membership: 1024
- 7.2 Membership labels have been received for the January distribution of handbook.
- 7.3 Email received from East Kent Centre re membership registration. We are OK with the current system at present.
- 7.4 AFC Sudbury is offering their venue as a possible rally site. AG to inspect the venues.

#### **8.0 Rally Secretary's Report**

- 8.1 4Bsrequest to use Mildenhall, Santon Downham from Mid Anglia
- 8.2 Request from SE about their Charity Rally – although too late for handbook it can be posted onto website.
- 8.3 Rally books 200 available now more will be ready for New Year. Therefore most Suffolk members will not receive their handbooks until the New Year.
- 8.4 Rally packs to go out with new information copy of letter to go to AG
- 8.5 Publicity – NB to send out to all advertisers

#### **9.0 Rally Equipment Sales Officer**

- 9.1 DM will do final stock take after this weekend and then he will hand over to Katie.

#### **10.0 Rally Equipment Officer**

- 10.1 BS checked green box and also yellow. He has collected blue from Derrick Stammers which needs to be checked, DM to check Red Box
- 10.2 Electric boiler to go to New Year Rally

**11.0 Sports Officer**

No report

**12.0 Publicity and Advertising Officer**

12.1 Still chasing one advertiser from last year

12.2 Will send out handbooks to advertisers as soon as they are available.

**13.0 Webmaster**

13.1 TS reported there has not been too much activity on website this month.

13.2 TS suggested an electronic copy of handbook be produced onto a CD - which could be distributed to those interested at a low cost to cover the production. Perhaps we should see if there is a demand.

**14.0 Newsletter**

14.1 TS needs ideas for next newsletter for Natter and Chatter

**15.0 Junior Crew Liaison Officer**

Christmas Party – DS stated it is disappointing to have cancellations when such a lot of work has gone into the preparation.

**16.0 Register Secretary**

16.1 DP all up to date – beginning to prepare list for yearly number of rallies attended.

**17.0 Regional Meeting**

17.1 New Committee :

Mark Frusher from Norfolk was elected as Chairman Norfolk

Kevin Flexman from North Essex was elected as Vice Chairman

Les Youngs will continue as Treasurer

Linda Beale from South Essex will continue as Secretary

Brian Southgate was elected to attend Council meetings alongside Mark Frusher.

**18.0 Any Other Business**

18.1 The committee agreed to charge £5.00 to post handbooks to members from other centres.

18.2 PF informed the committee that the Halloween Rally had many late cancellations – there is no policy change for non-arrivals. As per rule 4 – non-attendees will be required to pay a fixed non-attendance fee of £10. This is at the committee's discretion.

Meeting closed 8.40pm

**Date of Next Meeting**

7.30pm on February 13<sup>th</sup> at Hintlesham Village Hall