

**THE CARAVAN CLUB – SUFFOLK CENTRE**

**MINUTES OF MEETING HELD AT HINTLESHAM**

**WEDNESDAY 10<sup>th</sup> DECEMBER 2014 at 7.30pm**

**Present:**

Lady Chairman	Janice Kent	JK
Vice Chairman	Nigel Berry	NB
Vice Chairman	Trevor Smith	TS
Secretary	Diane Preston	DP
Treasurer	Mark Gowers	MG
Publicity	Derrick Stammers	DS
Equipment Officer	Jerry Goddard	JG
Equipment Sales	Paul Fitch	PF
Junior Crew Liaison	Mandi Syrett	MS
Minutes Secretary	Karen Fisk	KF
Sports Officer	Chris Stammers	CS

**1.0 Apologies for Absence**

Alan Dobson

**2.0 Signing of Previous Minutes**

Proposed CS

Seconded MS

**3.0 Matters Arising**

Amendments to November 2014 minutes

6.11 committee agreed to this proposal

8.1 should read Debenham Country Music Rally in July

**4.0 Lady Chairman's Report**

4.1 JK attended the Regional AGM which went well and included a very good fund raiser event for Children in Need and JK suggested Junior Crew may like to consider doing something for Children In Need next year.

**5.0 Vice Chairman's Report**

5.1 NB and TS nothing to report

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

### 6.1 Current Finances to the end of November

Bank Account	£ 8,477.93
Unpresented cheque	£ 984.50
Trust balance	£ 7,493.43
Caravan Club	£ 7,500.00
Cash with Treasurer	£ 76.91
Total	£15,070.34

6.2 Unpresented Cheques are Site fees for Pig Roast and expenses for D Stammers.

6.3 Balance includes rally deposits of £2,230.00 for New Year Rally.

### 6.4 Fund Balances:

Charity Fund	£ 0.00
Junior Crew	£747.03
Special Fund	£276.19

### 6.5 Income since November

Deposits for New Year £540.00

### 6.6 Expenditure since October

Site fees for Bob's Meadow rally £218.40

### 6.7 Rally Accounts

None outstanding

### 6.8 Defaulters

2 outstanding 1 from Peewit and 1 from Easter Country.

### 6.9 Equipment Sales

None outstanding. Stock take required.

### 6.10 Bank Mandate

HSBC now confirmed what is required. To be signed at next meeting.

### 6.11 Electronic payments

Now in place and first transfer made.

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

7.1 Membership 1088

Correspondence:

7.2 General Letters to Centres. Tents on Rallies over 5 days.

It has been agreed by the committee that the Suffolk Centre will not be supporting the use of tents other than pup tents on Rallies over 5 days.

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

8.1 AD and AG have completed the hand over.

8.2 AD reports some dates for 2016 Burns, Peewit, Forest camping and the AGM and 2017 Burns Rallies.

8.3 NB will be adding the Dutch Rally in 2016.

8.4 TS will get a delivery date from Tuddenham Press for the new Rally Books.

8.5 JK thanked TS for all contributions.

## **9.0 Publicity**

9.1 DS reports all invoices will be sent out by the end of 2014.

9.2 DS reminded committee 2018 is the Suffolk Centres 50<sup>th</sup> Anniversary and that we should do something special.

9.3 The committee has agreed that a Special Fund could be set aside for this and are looking into large venues for the occasion.

9.4 DS suggests representation at dealership open evenings and will be speaking with them and supply dates.

## **10.0 Equipment Sales**

10.1 PF ordered 55 year pointers they will arrive by Christmas and is looking into new window plaques and will bring examples to the next meeting.

10.2 PF reports equipment boxes returned stock take and PF to restock.

10.3 TS and JK will give stock take and order to PF for boxes they store.

10.4 Year end account to be 1<sup>st</sup> week of January.

## **11.0 Equipment Officer**

11.1 JG report urns PAT tested and 36 blue signs to be done.

11.2 JG has completed the equipment schedule to distribute to marshals.

11.3 JG and JK discussed previous problems with the collection or delivery of equipment boxes and the committee confirms it is the responsibility of marshals to collect the box.

## **12.0 Sports Officer**

12.1 CS has given form for the National rally to TS

## **13.0 Webmaster**

13.1 TS has added new rally to website, updates are ongoing and number of visits to website are down.

13.2 Halloween Rally reports still to be added.

13.3 JK to send Christmas message.

## **14.0 Newsletter**

14.1 NB, JK, TS, DP and Max (junior crew committee) will meet January for a digital newsletter trial.

## **15.0 Junior Crew Liaison Officer**

15.1 MS nothing to report

## **16.0 Register Secretary**

16.1 Up to date

**17.0 Regional Meeting**

17.1 JK will be attending the Regional Meeting on the 3<sup>rd</sup> January. Other committee members are invited to attend the forum at 12-30pm.

**18.0 Any Other Business**

18.1 TS reiterated the need for Rally Marshals to be encouraged.

18.2 NB congratulated JK on article in the club magazine.

18.3 Meetings are to continue being held in Hintlesham and the committee has agreed to 40p a mile fuel allowance.

**19.0 Date of Next Meeting -**

Wednesday 11<sup>th</sup> February at 7.30pm

Meeting Closed at 9-15pm