



THE CARAVAN CLUB – SUFFOLK CENTRE
MINUTES OF MEETING
2ND November 2005

PRESENT

Chairman	David Totman
Vice Chair	Anthea Southgate
	Derek Pannell
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

1.0 Apologies for absence

Action

1.1 None

2.0 Previous Minutes

2.1 Agreed by committee and signed by David Totman.

3.0 Matters Arising

3.1 DT agreed to obtain a copy of the minutes from the meeting held on the 2nd October 2005 as these were unavailable DT

4.0 Chairman's Report

4.1 DT welcomed the new committee.

4.2 The 1500th rally will take place in 2006 and this will be organised by the current committee.

4.3 DT confirmed that his chairman's charities for the year will be East Anglia Air Ambulance and East Anglia Children's Hospice. To assist with the East Anglia Air Ambulance Charity, members will be asked to collect postage stamps which would then be passed on to the charity.

5.0 Treasurer's Finance Report

5.1 Charity Account for 2005 stands at £2,177.21.

5.2 Funds during 2005 will be despatched to the charities chosen by Derrick Stammers for the previous year. JD

5.3 JD advised that these must be deducted from the account by the end of the month i.e. financial year.

5.4 All agreed that the admin fee for the coming year would remain at £1.00.

5.5 JD confirmed that the marshal packs will be prepared and distributed at the Natter and Chatter.

5.6 JD advised that the AGM rally 2005 was subsidised by the centre to the sum of £133.00.

5.7 JD raised an issue with regard to the disposal of the current rally slips at the end of each rally. She advised that there may be issues with regard to the amount of personal details that are noted on the rally slips and it was agreed that these would be shredded and disposed of by the Chairman responsible for each particular rally.

6.0 Secretary's Report

6.1 Membership currently stands at 1,016.

6.2 Correspondence – invitation received from the Isle of Wight Centre inviting us to their holiday rally at South Thorness Farm 24th July to the 7th August 2006.

6.3 SM tabled a card that AS had purchased which was agreed by all to be sent to Bob Black as an invitation to the 1500th rally. SM

6.4 Assistant Secretary – nothing to report.

7.0 Rally Secretary Report Programme

7.1 DT confirmed that the Natter and Chatter would be held at Ringshall on the 3rd to the 5th March with a maximum of 30 vans. The rally fee will be £2.50 per night with an additional charge for £100.00 for the hire of the hall. The committee agreed that the hall cost be split between the rally and centre with 40% being apportioned to the centre.

7.2 DT advised that the rally book was progressing and will be ready to present to the printers next week.

7.3 RW raised a concern that the Thorpeness rally will clash with the regional rally thus support for the sports events may suffer.

7.4 DM advised that he has been in contact with a local school in Ipswich with regard to hosting the Children's Christmas Party rally in 2006. The school has requested further information as to the possible number of vans and they have suggested a rally fee per van per night. DM will liaise further with the school negotiating these items and report back to the committee. DM

8.0 Equipment Sales

8.1 MC advised that £165.75 for equipment sales was recently paid in to the 2005 accounts. MC is awaiting one more box to be returned before she will be able to undertake a stock take with JD who will then redistribute boxes.

8.2 DT enquired how the tuck shop was proceeding. MC confirmed that it went well at Thorpeness and had made a profit of £30.94 during the past year. It was agreed that these profits could go towards the Children's Party. She requested that another member hold the tuck shop during the Thorpeness rally as she would be unable to attend. MC

9.0 Rally Equipment

9.1 BS has looked into the possibility of purchasing aqua roll bags to store the urns. He advised that these would be suitable, although they would require a plywood circular base. DP volunteered his services to provide bases for the 3 bags that will be purchased. BS DP

9.2 BS is currently checking the equipment and all appears to be in order.

9.3 Concern was raised again with regard to the lack of a cordon to the perimeter of open manhole/inspection chambers. It was agreed that this was a Health and Safety issue and DP volunteered to provide 3 no-folding barriers. DP

10.0 Sports Officer

10.1 JD advised that the sponsorship cheque provided by Chris Stammers for a new football kit would need to be paid directly to the supplier rather than through the centre as the centre would incur a vat charge. It was agreed that DS would liaise with Chris and arrange for a new cheque to be issued with the other being cancelled. DS

10.2 JD advised the committee that the bowls mat and bowls are falling into further disrepair, as these were originally a second hand purchase. It was agreed that JD look into the cost of a new bowls mat and bowls and report back at the next committee meeting. JD

11.0 Publicity

11.1 GM confirmed that Chris Sanderson had passed over his information and noted from his records that approximately 40% of Suffolk Centre Members do not rally.

11.2 It was agreed to order 1500 rally books for the coming year based on the current membership.

11.3 It was agreed that the Chairman of each rally would forward details of first time ralliers to GM. A couple of weeks after the rally GM would contact the first time ralliers to ask how they had found the rally and whether they will be rallying again. Rally Chair
GM

11.4 GM enquired whether he should chase advertising for the rally book for the year 2006/ 2007. It was agreed that GM would pursue this. GM

11.5 GM confirmed that he would update the covering letter issued with the rally book to new members. GM

12.0 Charity

12.1 JD confirmed that £20 was raised at the Halloween Rally which will be deposited within the charity account.

12.2 It was agreed by the Committee to donate £75 to the charity account rather than sending Christmas Cards to other centres. A note will be added with the rally books being sent out to each centre to this effect. SM

13.0 Webmaster

13.1 TS advised that the website has been updated with the current rallies and new committee details. Once he receives the updated rally book he will provide further details on the website of the forthcoming rallies. TS

13.2 TS confirmed that the email addresses had been changed and an additional one provided to JD. He stressed that caution should be taken when replying to the Suffolk Centre email as your own personal email address would then be displayed.

- 14.0 Newsletter**
- 14.1 DM confirmed that the newsletter had been produced for the AGM where this was distributed, a copy of which is also on the website. AS will take further copies to the Pitsea and Sizewell rallies and DT will also have copies at the firework rally. AS
DT
- 14.2 DM advised that the next newsletter will be issued for the Natter and Chatter but he was still short of content from members.
- 15.0 Junior Liaison**
- 15.1 DM put a proposal to the committee that the Junior Committee should be renamed the Junior Crew as there were insufficient children of a suitable age to form the committee. This would allow younger children to become involved. DM suggested that each child could be issued with a certificate and badge and he will look into the price of obtaining badges. AS suggested that four rallies be designated during the year for the junior crew with one of these being Mistle. DM
- 15.2 DT confirmed that he would now remove the few names that he had for the junior committee from the forthcoming rally book. DT
- 16.0 Children's Christmas Party**
- 16.1 DM confirmed that the cut off for the Christmas Party was the 26th October and he now has 22 children booked. DM requested a cheque from JD for the disco and hall hire. He will let her know who the hall cheque should be made payable to. DM
JD
- 17.0 Regional Meeting Report**
- 17.1 The AGM will be held at the Copdock Hotel on the 18th November at 11.00am.
- 18.0 1500th Rally**
- 18.1 DT tabled the details for the forthcoming 1500th rally with this extending over three nights from the 20th to the 23rd July at Stonham. JD reiterated that this type of rally is to be paid up front and that the booking form will be included with the forthcoming rally book. The payment will be non-refundable after the 23rd June 2006. It was agreed that the rally fee would be £20 per van for 2 nights and £26.50 for 3 nights.
- 18.2 It was agreed that GM obtain sponsorship from trade stands for the event and DP, with the assistance of BW, will organise the stage and dance floor. GM
BW
- 18.3 The programme for the weekend is still to be agreed although it was thought Friday night could be a get together. The Caravan Club Band, if they attend, will perform on Saturday afternoon and on Saturday night the entertainment will be provided by a band yet to be agreed.
- 18.4 NB asked whether a banner and flag could be purchased to provide presence at, not only the 1500th rally, but also at the regional and national rallies. NB and DS to obtain estimates for next meeting. DS
NB
- 19.0 Regional Rally**
- 19.1 DT confirmed that this will be held on the 25th to the 28th August 2006 at Towerlands Equestrian Centre, Braintree with the rally fee being £34.00.

20.0 National Rally

- 20.1 DT confirmed that this will be held on the 26th to 30th May at Tatton Park.
SM confirmed that she would be willing to organise the decorated vehicle for
- 20.2 the National Rally and was open to suggestions.

21.0 Any Other Business

- 21.1 AS tabled the dates for the forthcoming committee meetings and these will be as follows.
1st February 2006, 1st March 2006, 5th April 2006, 10th May 2006, 7th June 2006, 5th July 2006.
- 21.2 DP gave his apologies for the meeting on 7th December.
- 21.3 JD tabled the fact that, due to some rallies now falling below the minimum number of rally plaques that could be ordered, we should consider looking for an alternative supplier. This will be discussed further at the next committee meeting.
- 21.4 SM asked whether she could dispose of some of the files and records that she has been handed by AS that date back to 1969. It was agreed by the committee that SM could review the contents and dispose of any irrelevant information. SM

22.0 Chairs for Next Meeting

- 22.1 AS – Framlingham, Pitsea, Sizewell and Banham.
DT – Copdock, Bromswell and New Year.

23.0 Date of Next Meeting

Wednesday December 7th

24.0 Meeting Closed – 9.55pm