

THE CARAVAN CLUB – SUFFOLK CENTRE

MINUTES OF MEETING HELD AT HINTLESHAM

WEDNESDAY 9th November 2011

Present :

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

1.0 Apologies for Absence

1.1 John Payne

2.0 Signing of Previous Minutes

2.1 14 September Proposed : Nigel Berry
Seconded : Denis Mattocks
9th October Proposed : Daryl Syrett
Seconded: Paul Finch

3.0 Matters Arising

7.4 JD disagreed with the reason for there being no equipment at Thorpeness – she had not put a stop on ordering equipment.

4.0 Chairman's Report

4.1 BS thanked Denis for chairing Tangham, Janice for chairing Crowfield and Paul chairing Sutton
4.2 At Kessingland we won six out of the nine competitions
4.3 BS attended the Annual Members Meeting and a report will be printed in next caravan magazine
4.4 John Payne is now out of hospital and recovering
4.5 BS attended funeral of Suffolk member Joan Harrison
4.6 Dick Button has had another heart attack and back at Basildon Hospital

5.0 Vice Chairman's Report

- 5.1 DM Chaired Tangham Rally – a good rally with lots of fun
- 5.2 PF Chaired the Halloween Rally – very good rally, the three new marshals did a very good job

6.0 Hon Treasurer's Report

- 6.1 End of Oct balance £5214 Junior Fund £810 .40
- 6.2 More charity donations were received for the Charity at the AGM consequently £192 .97 will go forward to next year's charity.
- 6.4 Equipment sales for the year look good – a stock take needs to take place before the end of the year.
- 6.5 JD listed the outstanding defaulters – CS emphasised that the charge is not a fine but a contribution towards the costs of the rally.
The committee agreed that JD should chase those who have booked and not attended rallies and highlight where losses were incurred and ask that they pay the fee.
- 6.7 Administration Fees for Rallies :
JD is trying to keep the fee to £1 but more rallies have made losses this year than before.
The committee asked JD to check the losses on rallies against the cost of plaques.
This will be discussed further at the next meeting.
The Rally Plaque Officer was asked to keep a tight check on the ordering from the marshals.
- 6.8 Henham Steam – Accounts liable for VAT – letter sent to marshals to reinforce that ticket sales must go through the rally accounts. AG said the marshals had read the letter from the Caravan Club and taken notice of the contents. JD to look at the correspondence and check with the marshals.
- 6.9 PF asked JD to clarify costs for the AGM Rally. How much of the hall costs are covered by the committee and what do the ralliers pay for. JD to contact the marshals to clarify the position.

7.0 Hon Secretary's Report

- 7.1 Membership currently stands at 1178.
- 7.2 Correspondence:
 - 7.2i A letter had been received from Ed Cuff, a long standing member, thanking Derek and Sheena Pannell for the last three years as Chairman.
 - 7.2ii South Essex Centre have notified us that there was an incident caused by a Suffolk member's dog - whilst there is nothing we can do about this the committee did discuss dogs on rallies. Some members were being lax about control of their dogs and the committee felt we should remind them of the rules. TS will put something into the next newsletter.
- 7.3 Caravan Club Correspondence :
 - 7.3i Our Public Liability Insurance Document has been received.
 - 7.3ii The CC are again producing rally envelopes – agreed we should order the maximum of 1,000.
 - 7.3iii Information has been received on the 2012 Caravan National
 - 7.3iv TS asked about the membership status of the winner of the front page competition- there is a registered member under the name and address given.

8.0 Rally Secretary's Report

- 8.1 NB has the handbook ready to go to Tuddenham Press –
- 8.2 AG to have a dedicated mobile phone for rally queries.

9.0 Equipment Sales Officer

- 9.1 Most of the equipment is at Anne Kemp's ready for collection by BS during the Elmswell Rally

10.0 Rally Equipment Officer

- 10.1 CC collected outstanding equipment and will check before the start of the New Year

11.0 Sports Officer

- 11.1 CS asked for new volley balls to be purchased as the current ones are competition balls and not suitable for the children to use. It was agreed that two balls should be purchased at a cost of £8.

12.0 Publicity and Advertising Officer

- 12.1 Two additional advertisements have been sent for inclusion in the handbook making a total for this year of £2800.

13.0 Rally Plaque Officer

- 13.1 Will look at ways to address over ordering

14.0 Webmaster

- 14.1 TS has already sent a report to committee members with all amendments that are being made to the site. After the AGM the number of hits on the centre website increased considerably.
- 14.2 Alias emails have been set up for all new committee members
- 14.3 The minutes will be posted and the names and addresses on headed paper will be updated when paper is received from CC.

15.0 Newsletter

The Newsletter will be ready for November - to be distributed at the Regional AGM, Christmas Shopping and Children's Party

16.0 Junior Crew Liaison Officer

- 16.1 DM Christmas Rally – 46 children booked on so far.
- 16.2 DS to get the children together to ask for their support in running a rally in June
- 16.3 Ten Pin at Christmas Rally for over 11's – cost for mini-bus to be covered by SC. JD will know the balance available after the Christmas Party

17.0 Register Secretary

- 17.1 DP – quite a few rallies needed to be updated onto the database but are all now logged on the system.

18.0 Regional Meeting Report

- 18.1 Caravan Club is to re- design the centre pages for the Magazine.
- 18.2 Regional Rep – Janice Kent was nominated and approved as the Suffolk representative.
- 18.3 There will be no What's On published by the region in 2012.
- 18.4 Mid Anglia are holding a pre-season dinner in February and celebrating their 40th Anniversary on the 28th June
- 18.5 Norfolk will be celebrating their 40th Anniversary Rally on 22nd July 2012.
- 18.6 South & North Essex – will be celebrating their 50th Anniversary Rally on 24-27th August
- 18.7 There has been some concern raised over Thetford Fridges – some people are finding they are getting a lot of fumes – so it is suggested they are serviced annually.

19.0 Any Other Business

- 19.1 Centre members have asked about rallies being full at AGM.
BS – there have been more comments about booking rallies at the AGM - Burns Night in particular –the committee discussed the problem of too many rallies becoming full but feels this is the best way for members to book rallies as the alternatives all have their own difficulties.

20.0 Date of Next Meeting

14th December 2011

Meeting closed 10.00pm