

**THE CARAVAN CLUB – SUFFOLK CENTRE**

**MINUTES OF MEETING HELD AT HINTLESHAM**

**WEDNESDAY 11<sup>th</sup> September 2013 at 7.30pm**

**Present :**

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

**1.0 Apologies for Absence**

1.1 Janet Dobson

**2.0 Signing of Previous Minutes**

2.1 Proposed NB  
Seconded PF

**3.0 Matters Arising**

3.1 Katie pointed out that she had been missed from the list of those who attended the meeting on the 10<sup>th</sup> July.

6.2 Amount refers to the rally account of ledger of rallies listed to date.

**4.0 Chairman's Report**

4.1 BS has been to two members funerals recently -firstly Marie Herring and then that of John Simms.

4.2 BS has chaired several rallies since the last meeting. Glemsford with nine caravans. The Pig Roast, which went very well and made over £2,000 at the Centre Fete. Also Framlingham, Ickworth and Newmarket where the breakfast made £200 for the charity appeal. The Weeley and Holt rallies went very well.

4.3 The 2014 Chairman's rally will be held at Newmarket.

4.4 The 2014 Blaxhall Rally will be run by Alan Green.

4.5 There were problems at the Reydon Rally but we will discuss this under correspondence.

4.6 Thanks to Daryl for chairing Hadleigh, Denis for chairing Yarmouth, Derek Pannell for chairing Rutland and Diane for chairing the Thorpeness Holiday Rally.

**5.0 Vice Chairman's Report**

PF nothing to report

**5.0 Vice Chairman's Report**

DM nothing to report

**6.0 Hon Treasurer's Report**

JD is on holiday so unable to attend the meeting but has sent a report to JK to read to the meeting.

**6.1 Banking details as at end of August 2013:**

Bank Balance £16,514.15 (Cheques totalling £1322, 58 still be deducted from this figure).

Charity Fund £ 2,238.51 – donation to EACH sent for £1013.38

Special Fund £ 276.19

Junior Crew £ 672, 17

6.2 There are still outstanding defaulters – these are still to be pursued.

6.3 Equipment Sales:

Sales showing overall income of £85.36 Stock balance £1,225.12 with some sales sheets still to process.

6.4 Hosting UK website details sent to TS – no action at present.

6.5 Accounts outstanding to date:

Great Yarmouth and Hasketon. Thorpeness and Reydon have only just finished.

6.6 JD expressed concern on the banking of centre funds through bank transfers. It was felt this should be discussed at the next meeting.

6.7 The Celebration Rally in August 2014 will not take place. The Committee will wait for a special celebration before planning goes ahead.

6.8 Next VAT return is at the end of September.

6.9 JD had attended a rally with another organisation which had banner flags. Discussion followed but it was felt that the Caravan Club and Suffolk Centres flags work well at present.

6.10 TS has purchased a new PA system as discussed with BS and will present the bill at the October meeting.

**7.0 Hon Secretary's Report**

7.1 Membership currently stands at 1084.

**Correspondence:**

7.2 The list of members for AGM has been received from CC Membership.

7.3 A letter has been received from a member complaining about the Reydon rally and marshals. It appears there was a problem with rowdy children and late night noise. It is unfortunate that the member choose to go home before speaking to the rally chairman.

The Secretary is to send a letter apologising about the situation and hoping to see the members at a different rally in the near future.

- 7.4 An email has been received by PF and JK concerning positions on the next committee. JK forwarded the details to BS who has been in contact with the necessary information.

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

- 8.1 55 rallies have so far been booked into the 2014 programme.  
36 have been confirmed.

The August Bank Holiday Rally at Reydon is no longer in programme. So we do need to look at planning something for this weekend.

The Henham Steam Rally will continue with Jan and Colin.

- 8.2 69 units are currently booked in at Trinity Park for the AGM rally.  
8.3 There are 14 booked on for the Christmas shopping rally.  
8.4 Unfortunately the Christmas Party Rally will have to be cancelled as there are only 8 bookings.  
8.5 44 units booked for Dan's Meadow Rally next week  
8.6 Celebration Rally will be postponed.

### **9.0 Publicity and Advertising**

- 9.1 NB is chasing Stowmarket and White Arches for their inclusion in the 2014 handbook. Otherwise all going well for 2014 entries.

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

- 10.1 KG has received the plagues for special celebration 50 and 100 rallies.  
10.2 Discussion followed on the supply of plagues and BS confirmed that a vote was taken which went in favour of the current design.  
10.3 Some of the printing on the plagues for the Pig Roast were not as good usual.  
Rally Marshals must see proofs from the current supplier before printing.

### **11.0 Rally Equipment Officer**

- 11.1 There have been some problems with the collection and delivery of boxes and the location of equipment. The yellow box from Thorpeness has not been returned to DM.  
11.2 TS had to collect a gas urn from the Thorpeness marshall .  
11.3 One has been serviced – DM to collect later this week. With another to come back from Holt.  
11.4 Electric urn went to Rutland  
11.5 All other equipment OK.

### **12.0 Sports Officer**

Nothing to report

### **13.0 Webmaster**

- 13.1 TS has received leaflet from service provider re emails for newsletter.  
This is something we can look at in the future.

### **14.0 Newsletter**

- 14.1 TS working on AGM newsletter.

### **15.0 Junior Crew Liaison Officer**

- 15.1 DS was very disappointed that the Christmas Rally is to be cancelled due to lack of support.  
15.2 DS proposed an alternative event for Friday 13<sup>th</sup> Dec with meal and fun for children.  
This will be limited to 20 places on a first come first served basis.

### **16.0 Register Secretary**

- 16.1 DP up to date with all rallies  
16.2 DP chaired Thorpeness and could have sold more equipment but there is limit on how much that can be taken.  
16.3 Suggested the equipment list should be updated as much on the list is no longer sold.

### **17.0 Regional Meeting**

Next meeting on the 28<sup>th</sup> September.

### **18.0 Any Other Business**

- 18.1 NB suggested there is no need for a Natter and Chatter in 2014.  
Others centres present their Fellowship plaques at the rallyers 18<sup>th</sup> Rally. Not sure if this is feasible at present but there will be more discussion at the next meeting and announce details at AGM.  
18.2 KG asked about chairing rallies. If the Chairman is not present a senior committee member usually takes the flagpole at the request of the Chairman. BS suggested he would like everyone on the committee to have the opportunity to chair a rally.  
18.3 DM informed the committee that a cheque for the Pig Roast donation had been mislaid and a new cheque issued.  
18.4 AG asked about the different timings for starting rallies. The rules indicate that all rallies commence at 4.00pm but many rallies give different timings on their booking instructions. Members should be reminded that the time in the rally book is the time the rally starts and they should not arrive before this.

Meeting closed at 9.45pm

Date of Next Meeting : 2<sup>nd</sup> October 2013