

THE CARAVAN CLUB – SUFFOLK CENTRE

MINUTES OF MEETING HELD AT HINTLESHAM

WEDNESDAY 10th February 2016 at 7.30pm

The Meeting was opened at 19:42 with Janice Kent (Lady Chairman) in the Chair.

Present:

Lady Chairman	Janice Kent	JK
Vice Chairman	Nigel Berry	NB
Vice Chairman	Trevor Smith	TS
Secretary	Diane Preston	DP
Treasurer	Mark Gowers	MG
Rally Secretary	Alan Dobson	AD
Attendance Officer	Carole Harbottle	CH
Junior Crew Liaison	Mandi Syrett	MS
Minutes Secretary	Peter Wilson	PW
Publicity Officer	Bill Mitchell	BM

1.0 Apologies for Absence

Equipment Officer	Chris Stammers	CS
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2.0 Corrections to the Previous Minutes

None reported

3.0 Signing of Previous Minutes

Proposed	Mark Gowers
Seconded	Mandi Syrett

3.0 Matters Arising

None Reported

4.0 Lady Chairman's Report

The start of the season began at the Old Mill, Saxted rally. A good location near to Framlingham. We enjoyed the local area and the hospitality of the pub for the Saturday evening. Thanks to Mark & Rachel for stepping in to keep this popular rally going.

Our next event was the Burn's Supper at Hallowtree. A wet start to the weekend whilst setting up but the rally went well and everyone had a good time. Thanks to the Marshals for keeping this traditional rally going following the loss of both former rally Marshals, Derrick Stammers and David Godfrey.

5.0 Vice Chairman's Report

Neither Vice-Chairman had anything to report for this meeting.

6.0 Hon Treasurer's Report

6.1 Current Finances to the end of January 2016

Bank Account	£5,713.11
Un-Presented Cheques	(£325.00)
True Balance	£5,388.11
Caravan Club	£7,500.00
Cash with Treasurer	£27.48
Total	£12,915.59

Note: Balance includes rally deposits less expenses of £3,028.00 for Thorpeness 2016

6.2 Fund Balances:

Charity Fund	£20.00
Junior Crew	£647.48
Special Fund	£284.19

2015 Accounts

Delivered to Auditors last week

2016 Accounts

6.3 Income since January

Caravan Club refund of postage for Rally Books sent to other Centres - £90.21

6.4 Expenditure since January:

- Panada Plaques January Statement £30.71
- Flyer Press Ltd – 2016 Rally Book Printing £1,959.00 and Flyers £142.00

6.5 Rally Accounts

- Saxtead received
- Burns Night to be finalised at Natter & Chatter

6.6 Defaulters

- Seven from Burns Night
 - 5 Letters sent
 - 2 Payments received and to be banked

6.8 Equipment Sales

- Remaining fluid stock to be sold at Natter & Chatter at cost price

6.9 Advertising Income

- None declared.

7.0 Hon. Secretary's Report

7.1 Membership:

- As of Friday 5th February 2016, Membership of Suffolk Centre stood at 1145 – this is an increase over the same time last year.

7.2 Correspondence:

- An email from David Blackiston requesting that following his award in the New Year's Honours List, that MBE be added to his name at the bottom of the pages of the website.
- An email from Ed Cuffe regarding changing the date at the rally at Debenham. After a conversation with Ed, the misunderstanding was cleared up. Members should expect a mixed variety of rallies to enjoy and the Festival of Country Music at Debenham is a particularly popular rally which the Committee fully supports.
- An email from the Caravan Club reiterating the importance of ensuring that the spacing between units is in accordance with the Club Rules. This has been raised following the serious fire in a motorhome at the South London Centre New Year Rally. The Caravan Club has issued a GLC to be included with all Rally Marshal Packs regarding Public Liability & Rally Pitch Spacing.

7.3 Register:

- Of the 68 Centres sent Suffolk Centre Rally Books, 28 have not replied with their Rally Book so far. We will get the postage back from the Caravan Club (see item 6.3 above). A percentage of these received were in 'electronic' format; these were printed out for the Natter & Chatter.

- A total of 1,200 Rally Book were sent out to members
- 1,000 Leaflets for Dealer Days were printed and received.
- The Post Office were very happy with new Rally Book as they didn't tear the envelopes.
- **Fellowship Nominations for 2015:** The following members have attended as follows:
 - Bruce & Joy Ball 24 Rallies Attended
 - Tony & Keren Reed 21 Rallies Attended
 - Roy & Peggy Lea 20 Rallies Attended
- Bruce & Joy Ball are therefore winners of the Don Alcock Trophy for 2015.
- Two Rally books were sold; money to MG
- Committee agreed that plastic 'stands' be purchased to display the Leaflets at Dealers.

8.0 Rally Secretary's Report.

- JK thanked AD for all the work in putting the Rally Book together and DP for getting all the Rally Books posted out on time. An arduous job at best.
- AD gave grateful thanks to NB for the excellent proof reading.
- There have been several members who pointed out that the advert for Sharmans Caravans asked for a 'Suffolk Centre Membership Card', which we don't issue. Members are advised to take their Suffolk Centre Rally Book as proof that they are Suffolk Centre Members'.
- CS is chasing the advertising invoices.
- Rally Marshal Packs are now ready for distribution.

9.0 Publicity

- MB has approached advertisers with a letter of introduction

10.0 Equipment Sales

- None reported

12.0 Sports Officer

- No report

13.0 Webmaster

- An email from Getty Images regarding the possible infringement of an image from their Catalogue (No: ab70328), that was on our website. TS reported that he has tried to contact Getty Images by telephone, but was unsuccessful. An email response has been sent. The image in question was immediately removed from the website and server, so it cannot be viewed. Currently awaiting a response from Getty Images.
- NB asked if we need to upgrade our website software as attempts to 'trim it down' ended with the site crashing. Another possibility would be to pay an outside agent to create a new

website, that we could then update.

A look at what other Centre Websites have and see what we would like to emulate or not.

- TS to do some research and report back at the next Committee Meeting.

14.0 Newsletter

- The first Newsletter is due out this week to members.

15.0 Junior Crew Liaison Officer

- Four different designs were shown to members of a proposed new Logo for the Junior Crew.

16.0 Regional Meeting

Following on from the Regional Forum on 9th January, the following were reported back to the Committee:

- **Secretaries Forum: presented by DP**
 - Too much Paperwork from Head Office
 - One central database was requested that could be accessed by Centre Secretaries.
 - Centre Renewal should be easier as it is not obvious that you need to renew your membership with a Centre each year. The notification of which is on the back of the letter with members new Membership Cards; suggested that at the least this should be under the Membership Cards.
 - A better system was suggested: once registered with a Centre you stay with that Centre until you leave the Club or ask to be removed or reassigned to a different Centre.
- **Dealer Days: presented by TS**
 - Need to complete in a professional way
 - Hats, jackets and stall all need to be clearly marked with Caravan Club and Suffolk Centre Logo's
 - Maybe a trailer made up to display Club and Centre activities et al.
 - Felt that there was no real support from the Caravan Club.
- **The Region and its Constitution: presented by PW**
 - Displaying the Constitution on the Regional or Centre website was vetoed.
 - Any subscribing member can apply to be on the Regional Committee and he/she doesn't need to be a Centre Member.
 - Centre Committee Members are not eligible to apply to be on the Regional Committee; a conflict of interest was quoted.
 - Regional Committee members would be happy to address members at an event if requested.
 - The Centre Newsletters would be included on the Regional Website if forwarded to them.

17.0 Any Other Business

- NB stated that CS now has all the equipment listed.
- PW stated that getting the Minutes out to the Committee in general within one week was proving impossible. It was agreed that as long as the Committee had a copy of the Minutes one week before the next Committee Meeting, then this would be acceptable.
- PW and BM will not be able to attend the next meeting; apologies given in advance.
- NB agreed to be Minutes Secretary for the next Committee Meeting, although PW would forward a draft Agenda to NB before going on holiday.

18.0 Date of Next Meeting - 9th March 2016

18.1 Place of Next Meeting – Hintlesham Village Hall

Meeting Closed at 21:23