

THE CARAVAN CLUB – SUFFOLK CENTRE

MINUTES OF MEETING HELD AT HINTLESHAM

WEDNESDAY 14th September 2016 at 7.30pm

The Meeting was opened at 19:35 with Janice Kent (Lady Chairman) in the Chair.

Present:

Lady Chairman	Janice Kent	JK
Vice Chairman	Nigel Berry	NB
Vice Chairman	Trevor Smith (minutes)	TS
Treasurer	Mark Gowers	MG
Secretary	Diane Preston	DP
Equipment Officer	Chris Stammers	CS
Junior Crew Liaison	Mandi Syrett	MS
Publicity Officer	Bill Mitchell	BM

1.0 Apologies for Absence

Rally Secretary	Alan Dobson	AD
Minutes Secretary	Peter Wilson	PW
Attendance Officer	Carole Harbottle	CH

2.0 Corrections to the Previous Minutes

Item 6.1 **MS** chaired Shotley Rally

Item 7.3 and 7.7 to be removed. Details of Centre accounts to be included in end of year financial report.

Item 18 Date and location of next meeting.

3.0 Signing of Previous Minutes

Proposed	MG
Seconded	BM

4.0 Matters Arising

None.

5.0 Lady Chairman's Report

5.1 JK has chaired the following rallies since last meeting:

5.2 Shakespeare - Stratford Upon Avon – An excellent rally close to many attractions. Thanks to John Taylor & David Hale for stepping in to run this rally when John Payne became ill. They arranged plenty for the ralliers to do with many opportunities to get together.

- 5.3** Banham Zoo – Another great location with passes into the zoo so plenty of opportunity to enjoy visiting the animals. The cream cakes at flagpole were enjoyed by all. Thanks to Peter, Ineke and family for organising this rally.
- 5.4** Breakfast at Newmarket – Another location which we all enjoy. The marshals prepared breakfast for the ralliers and made £140 for the Chairman’s nominated Charity. This is the last breakfast rally organised by Derek and Sheena with David and Tracy so I would like to thank them for all their support to the Suffolk Centre. This venue will be used again next year.
- Jean and Malcolm Mortimer were presented with their Suffolk Punch Horse after achieving their 500th Rally with the Centre.
- Janet & Alan Dobson were presented with their 450 plaque.
- 5.5** Wroxham – It was good to be back at Wroxham. Many thanks to Dave and Georgie Rabjohn with Tony and Karen Reed for such an enjoyable rally with excellent weather.
- 5.6** There have been some members, after many years with the Centre have decided to retire from caravanning and the best wishes of Committee and members goes to them with thanks for their support over many years.

6.0 Vice Chairman’s Report

- 6.1** **NB** and **TS** reported that although they have not chaired a rally since the last meeting they have been out on the rally field a number of times through the summer, talking to members and collecting their views.
- 6.2** **MG** chaired the Thorpeness Rally. Another rally that was well supported again this year. Our thanks go to the marshals for all the work involved. Mark noted that there are a number of regular attendees at this rally and quite a high number of visitors from other Centres. There was also a first rallier. An incident was reported that required an ambulance to be called to the rally field.
- 6.3** **BM** chaired the Hadliegh rally where the usual stunning sunsets were again on show. Good weather and reasonable turnout to enjoy the sausage supper.
- 6.4** **BM** chaired the Clopton Saxophone Rally, excellent entertainment. Two first ralliers and unusually high attendance of motorhomes.
- 6.5** **TS** requested that thanks were passed to Graham Noye (past chairman) for charing Weeley. More units attended than in previous years. **BM** reported the Saturday evening social was “rained off” but cheese and wine taken back to caravans. Two first ralliers were present.

7.0 Hon Treasurer’s Report

7.1 Funds – end of August

Caravan Club	7,500.00
Cash With Treasurer	22.23
Total	18,920.52

Balance Includes rally deposits of £5,780.00 for Thorpeness 2016.

7.2 Fund Balances

Charity Fund of £900.73

Junior Crew £686.48

Special Fund £613.79

7.3 Income since August - £37.60 H1 2016 Interest on Caravan Club Deposit funds, £140.00 Charity donation from Breakfast @ Newmarket, Weeley rally £89.65, Weeley Equipment sales £31.00, Wroxham Rally £922.40. Advertising income £300.00 received.

7.4 Expenditure since June - £151.15 Panda plaques August statement, £386.40 Binder Ltd (Thorpeness Rally), St Johns CP School £881.40 (Wroxham Rally site fees)

7.5 Rally Accounts – All rallies to July are up to date, with the exception of Double Dutch. Aug all received with the exception of Thorpeness, Clopton and Weeley.

7.6 Defaulters: - No new defaulters to report

7.7 Advertising Income - £460.00 still outstanding Caravan Club £100, MR King £180, Turners Hyundai £180.

7.8 TS noted that the HSBC Bank in Woodbridge Rd East, Ipswich was now unexpectedly closed. It is known that many marshals have used this branch. A request was made that Mark considers reviewing the financial guidance notes for Marshals before next season to include all the options available for banking Centre funds.

8.0 Hon. Secretary's Report

8.1 Membership:

- As of Friday 9th September 2016, Membership of Suffolk Centre stood at 1138. Approximately 10 Centre Handbooks are still being sent out per week.

8.2 Correspondence:

- A member requested a refund of deposit for non-attendance of the Country Music Festival. Ed Cuffe was very helpful with this request and was able to resolve the matter.
- **TS** followed up an email from David Totman (Panda Plaques) stating that as from 31st December 2016, he will no longer be making plaques for Suffolk Centre. David has considered discussions had between TS and JK and he is willing to continue to supply plaques until 2018, and then further review. Plaques will rise in price by 20% due to increases in materials. New instructions for ordering plaques will be issued to marshals for the 2017 season.

- **TS** wrote a letter to David Rabjohn to apologise for any misunderstanding regarding an entry on the Centre web site may have led members to believe his Wroxham Rally was at risk of / or being cancelled.
- The AGM membership lists have arrived this week. Tellers for the AGM have been confirmed from North Essex Centre.
- An invitation from Sothern Centres has been received for their 2017 rally.
- An invitation for the 2017 CC Charity Bike Ride has been received.
- Letter read to Committee from Martin Stringer. Thanks are sent to all Centres for maintaining standards on the rally fields over recent years.

8.3 Register:

- Attendance register is up to date with exception of the most recent rallies.

9.0 Rally Secretary's Report. (presented by **TS** on behalf of **AD**)

9.1 Whilst **AD** has been away on holiday **TS** has been monitoring and actioning Rally Sec activities.

9.2 2016 Rallies Cancelled: Crowfield, Sutton and Butley rallies have been cancelled due to low numbers and other factors making the event non-viable.

9.3 2017 Provisional Programme. Approximately 37 rallies in the 2017 programme with a few more expected to be notified before the AGM.

- Valentines slips to be collected by David Kent. Natter & Chatter to be supported by Committee.
- Brightlingsea Carnival will not be run by N Essex Centre. Unless a marshal comes forward, this rally will not run.
- Invitation rallies and 4Bs were read out and decisions given.
- 2017 Rally handbook in progress. Contact made with Printer who has agreed outline for receipt of handbook and anticipated delivery dates.
- It was agreed that the January and February 2018 rallies could be included in the 2017 handbook.
- The 50th AGM in 2017 venue is proposed. Memorial Hall, Sutton booking has been made.

9.3 General. Modified rally slip was circulated. Comments were collected and will be passed to **AD**.

9.4 50th Anniversary Rally. **DP** updated Glemham Hall proposal to hold our 50th Anniversary Rally. **TS** proposed an alternative venue being Woolverstone Hall School. **JK** stated that all proposals including decision of the date for the event should be determined after the AGM by the new Committee. Also, a working group to be appointed to organise the event.

10.0 Publicity

- **BM** stated had good progress has been made with some new advertisers. Information to be passed to **AD** for the Centre Handbook.

11.0 Rally Equipment

- **CS** advised that Lesley Stammers has very kindly offered some storage in a shed that she has cleared specifically for the Centre to use. Committee agreed to use this for a selection of items that are not regularly used to keep access to a minimum. Our thanks will be passed to Lesley for this kind offer.
- Flags to be ordered based upon the most cost effective supplier. Consideration should be given to the up-front cost of artwork. **CS** to place an order for one flag & associated pole etc for evaluation.
- New notice boards. **TS** proposed trying a new smaller metal notice board. One to be purchased for viewing at the AGM rally. Consideration will be given to purchase more.
- **TS** proposed an alternative coloured metal peg for marking out the rally field (as used by surveyors). This was rejected based on cost and that we have sufficient wooden pegs available for 2017.
- **TS** contacted a sign maker for some new SCCC road signs. Based upon order of 60 units, they would cost £4.30 each. This was rejected as we have enough signs for 2017.
- **MG** enquired where a tea urn and event shelter was being stored following recent use. These have now been located.

12.0 Sports Officer

- A plan for Sports at the 2017 National is being discussed at the next Anglia Region meeting.
- The soft footballs will soon need replacing as they are becoming dirty and deteriorating.

13.0 Webmaster

- Website is regularly being updated and six or more reports with photo's have been submitted.
- Recent suggestion that the Rally List be updated with indication of spaces available to show 'Plenty Spaces' or 'Few Spaces' or 'At Risk' (with an explanation of what that means) has not been actioned due to recent complaints about cancellations.
- Comments were noted from the "unofficial" Facebook discussion group. There is no immediate action required although some comments have been followed up individually.

14.0 Newsletter

- There is no newsletter planned at this time.

15.0 Junior Crew Liaison Officer

- **MS** reported that it was with regret that the Junior Crew Rally did not attract sufficient support this year and it was subsequently cancelled. It has been generally noted that fewer families are rallying and this trend may continue. It is important that our Centre continues to encourage families and juniors to our events in future.

16.0 Regional Meeting

- There has been no Regional Meeting since our last meeting.

17.0 Any Other Business

- Committee members have been donating monies claimed as “expenses” into a “special fund” that can be used for the 50th Anniversary Rally.
- Rally attendance – **DP** presented a spreadsheet indicating the attendance for all rallies in 2015 and 2016. This was used to identify any attendance trends.
- AGM preparation. Documents to be prepared by Committee and printing to be arranged by **JK** in Felixstowe.

18.0 Date of Next Meeting - 28th September 2016 at 19:30

18.1 Place of Next Meeting – Raven Public House, Ipswich

Meeting Closed at 22:25