

THE CARAVAN CLUB – SUFFOLK CENTRE

MINUTES OF MEETING HELD AT HINTLESHAM

WEDNESDAY 08th February 2017 at 7.30pm

The Meeting was opened at 19:30 with Janice Kent (Lady Chairman) in the Chair.

Present:

Lady Chairman	Janice Kent	JK
Vice Chairman	Trevor Smith (minutes)	TS
Treasurer	Mark Gowers	MG
Secretary	Diane Preston	DP
Rally Secretary	Alan Dobson	AD
Attendance Officer	Carole Harbottle	CH
Equipment Officer	Chris Stammers	CS
Publicity Officer	Bill Mitchell	BM
Newsletter	Peter Wilson	PW
Support	Mark Terry	MT

1.0 Apologies for Absence

Junior Liaison Rachel Gowers **RG**

2.0 Corrections to the Previous Minutes

2.1 PW/DP Secretary should not be referenced as Hon Secretary anymore 8.0, same for Treasurer should not be referenced as Hon. Treasurer 7.0

2.2 DP Also there is a section under Secretarys report for 8.3 Register. This is no longer required as there is a separate section for Attendance now section 14.0

3.0 Signing of Previous Minutes

Proposed **MG**

Seconded **CH**

4.0 Matters Arising

None.

5.0 Lady Chairman's Report by JK

5.1 JK attended several rallies. The first one was with North Essex rally at Trinity Park. 12 Suffolk members attended and it was well organised and will run again next year.

5.2 JK attended the Old Mill at Saxstead, great rally and a good time was had by all.

5.3 JK attended Regional meeting and forum on 7th January at Ipswich Hotel, Copdock.

5.4 JK attended Burns Rally at Hallowtree. Great weekend and rally will be running next year with only 2 members from this year not planning on booking on next year.

5.5 JK Travelled to Ferry Meadows, Peterborough to attend the Pre-season Mid Anglia Dinner

6.0 Vice Chairman's Report by TS

6.1 TS Nothing to report.

7.0 Treasurer's Report by MG

7.1 Funds – end of January

Bank Account	2,265.52
Un-presented Cheques	(1,117.31)
True Balance	1,148.21
Caravan Club	5,500.00
Cash With Treasurer	20.01
Total	6,668.22

7.2 Fund Balances

Charity Fund of £6.50

Junior Crew £580.60

Special Fund £638.79

7.3 2016 Accounts

Delivered to the Auditors on 20th January. Auditors feedback on Tuesday was "The audit is complete and there are no changes to the figures or matters that need to be drawn to the Club's attention. We are just awaiting the Deposit account certificate from the Caravan Club. We will finalise matters in the next couple of days."

7.4 Income Since January

Charity Donation from Burns £50.00, Advertising income £60.00 – Hellbent Engineering.

7.5 Expenditure since January

Panda Plaques £63.99, Trophy engraving £15.50

7.6 Rally Accounts

All up to date

7.7 Advertising Income

2 payments received so far, £180 from Marquis and £60 from Hellbent Engineering

8.0 Secretary's Report by DP

8.1 Membership:

As of Friday 3rd February 2017, Membership of Suffolk Centre stood at 1107.

8.2 Correspondence:

- 8.2.1 JK** Email from Rachel Gowers that she feels that as she is unable to attend the meetings in person she is not fully in the loop. The minutes went out late and the newsletter was issued without content from the Junior Crew. Committee need to make more effort to keep Rachel in the loop as Marks focus is as the centre treasurer.
- 8.2.2 DP** Approx. 10 phone calls received by ralliers who had not received their rally books as they were due to renew in December and had not at the time of contacting me. Once renewed the books were issued to all the members in question and some had lapsed months ago. Although this has meant responding to some annoyed members it has in turn also saved the centre £58.80 in postage costs alone without the cost of envelopes and the rally books themselves so probably over £100.
- 8.2.3 DP** Only received 2 nominations for the Fellowship Award. B & J Bull and T & K Reed. Provided a list to Janice of all members' attendance. Discussed as a committee lowering the 18 rally threshold to 15 as this is a lot of rallies in the current rally climate, and this will be reviewed annually.
- 8.2.4 DP** Submitted receipts to Head Office to claim back postage costs of rally books to other centres. Awaiting response
- 8.2.5 DP** Topped up Drop and Go post office account by £500.00

9.0 Rally Secretary's Report by AD

- 9.1** There has been a significant cliff collapse at Thorpeness and we are concerned that the landowner needs to erect new fencing to keep people away from the cliffs. 18 spaces will be lost for safety reasons. Need to monitor to ensure the fence is erected and we need to confirm with the Caravan Club whether or not it will be allowed to run or not. Will monitor monthly and see if any further damage occurs during spring tides and will check with Marshals.
- 9.2** Kessingland Rally has been cancelled as the Caravan Club changed their pricing which caused the rally fee to double unexpectedly and it was deemed too expensive to be viable.
- 9.3** Started the 2018 rally programme. 50th, AGM, and French Holiday rally, Tangham

10.0 50th Anniversary Plans

- 10.1** Plan to hold a preliminary meeting to outline the requirements for the 50th rally before involving more volunteers after the Natter and Chatter at **MG** house. Date to be decided at Natter and Chatter.
- 10.2 DP** Invite Grenville Chamberlain to the 50th Anniversary rally.
- 10.3 MG** will submit an application form to the Caravan Club to request a donation for our anniversary event in 2018.

11.0 Publicity

- 11.1** **BM** will send Rally books to go with the invoices to the advertisers. 2 advertisers have paid already.
- 11.2** **BM** will probably not be at next meeting.

12.0 Rally Equipment

- 12.1** **CS** Rally equipment list is prepped and AD will supply TS a copy for the website and it is already in the rally marshal pack.
- 12.2** **CS** New lighter weight kits are suitable for rallies with 50 vans or less.
- 12.3** **CS** to order 2 more event shelters with sides plus extra sides for the existing shelters and gullies.
- 12.4** **MG** Gas urns are descaled and ready for the new season. One gas pipe to replace.

13.0 Sports & National Liaison

- 13.1** **CS** Difficult to know exactly how many actual Suffolk Centre members are attending the National as the list we have is just people with a Suffolk postcode. This does not necessarily translate into people who would want to take part on Suffolk teams.

14.0 Attendance

- 14.1** **CH** Few missing attendance lists from other centres. Also the Double Dutch rally list is missing. Thorpeness list entered but needs transferring into the database.

15.0 Webmaster

- 15.1** **TS** – Tidied up the pages. Keen to take some of the older articles off the websites which are years and years old. New updates from Junior Liaison and also about Thorpeness cliff collapse.

16.0 Newsletter

- 16.1** **PW** to put together next Newsletter 13th March so it can go out that week for Newsletter 2
Next one after that need to get copy to **PW** by 8th May to go out Pre National Newsletter 3
Copy to **PW** by 10th July for Newsletter 4
Copy to **PW** by 11th Sept for Newsletter 5
- 16.2** **AD** Suggested that maybe we should not list when rallies have “Waiting lists” in operation as this may have changed before the newsletter is read. Maybe state “Limited Availability check with marshals”.
- 16.3** **DP** asked if possible collate bouncing emails into groups to let DP know rather than send individual emails for each bounce.
- 16.4** **PW** not using Mail Chimp now as too time consuming.

17.0 Junior Crew Liaison (by MG for RG)

- 17.1 RG** Requested a list of editorial dates for Newsletter (see Newsletter section).
- 17.2** The David Totman trophy has been engraved for Charlie and Harry Goddard who have attended the most rallies as juniors.
- 17.3 RG** New passport has been produced with the new logo. Will be available at Natter & Chatter and are downloadable from the centre website.
- 17.4 RG** Badges and Junior crew badges will be produced
- 17.5 Lauren Preston**, Junior Chair attended Anglia Regional meeting. There was a small group of junior representatives from the Region discussing what they liked about rallying and what they would like to see. Greg Porter hosted the discussion. There will be an Anglia Region Facebook page for the juniors for the centres junior members to share ideas, news of events etc. Greg to arrange and communicate this with the Junior Liaison. Another area that was raised was it would be good to have a wifi hotspot on rally fields as more and more children need internet access to complete homework whilst on rallies. Greg investigating the cost/feasibility.

18.0 Regional Meeting

- 18.1** Regional AGM was held in 7th January at Ipswich Hotel, Copdock. All centres are struggling to recruit new volunteers. Marshals and committee
- 18.2** National – Need to perform a regional reception Sunday evening. 250 units. Caravan Club pays for the costs but the organisation of it lies with the regional centres. 500 people expected to attend.
- 18.3** Fete and fundraising stall need to be arranged for Sunday afternoon.
- 18.4** North Essex are holding a follow on rally at Holt. Mid Anglia are holding one at Holkham.
- 18.5** Mick Threadgold is offering to run First Aid courses on rallies funded by the British Heart Foundation.
- 18.6** Correspondence now comes in through the BOX. – **DP** to have look.
- 18.7** Only one in Magazine for Centre Lines due to lack of material.

19.0 Any Other Business

- 19.1 Natter and Chatter.** Coffee and tea served in small kitchen. Raffle tickets will be sold for Bacon Butties and Juniors will distribute. Other raffle tickets will be sold for general raffle in aid of Chairmans Charity.

- 20.0** Date of Next Meeting - 8th March 2017 at 19:30pm
Venue of Next Meeting – Hintlesham Community Centre

Meeting Closed at 21:55pm