

**THE CARAVAN CLUB – SUFFOLK CENTRE**

**MINUTES OF MEETING HELD AT HINTLESHAM**

**WEDNESDAY 08<sup>th</sup> March 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
Newsletter	Peter Wilson	PW

**1.0 Apologies for Absence**

Junior Liaison	Rachel Gowers	<b>RG</b>
Publicity Officer	Bill Mitchell	<b>BM</b>
Support	Mark Terry	<b>MT</b>

**2.0 Corrections to the Previous Minutes**

**2.1 None**

**3.0 Signing of Previous Minutes**

Proposed	<b>TS</b>
Seconded	<b>MG</b>

**4.0 Matters Arising**

None.

**5.0 Lady Chairman's Report by JK**

**5.1 JK** attended several rallies. North Essex pre-season rally.

**5.2 JK** ran the Valentines Rally and Natter and Chatter. Would like to thank the Junior Crew and rally and Mark Gowers for his grilling. Good attendance.

**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 February

Bank Account	1860.41
Un-presented Cheques	(1,761.31)
True Balance	99.10
Caravan Club	5,500.00
Cash With Treasurer	20.01
Total	5,619.11

### 7.2 Fund Balances

Charity Fund of £260.50

Junior Crew £580.60

Special Fund £657.39

### 7.3 2016 Accounts

Suffolk Centre accounts have been reviewed by the entire committee were proposed by **PW** and seconded by **TS**. **JK** and **MG** will sign the accounts and return these to the auditors.

### 7.4 Income since February -

Advertising Income £120.00 and rally book sales of £5.00

### 7.5 Expenditure since January –Trophy engraving £8.33, Gas hose replacement £7.47, Natter & Chatter expenses £10.10

### 7.6 Rally Accounts – All rallies are up to date

### 7.7 Defaulters: - None

### 7.8 Advertising Income – 4 payments received since January totalling £420.00, Bill tells me he has received some additional cheques and he will post these on to me.

### 7.9 CS questioned whether we should keep the Suffolk Centre funds with the Caravan and Motorhome Club after its relaunch or should we move it out into a separate which would be permitted. Committee agreed to keep the centre funds where they are for the foreseeable future.

### 7.10 Payments to the Caravan and Motorhome Club will continue under the old bank details.

## **8.0 Secretary's Report by DP**

### **8.1 Membership:**

As of Friday 3<sup>rd</sup> March 2017, Membership of Suffolk Centre stood at 1086.

### **8.2 Correspondence:**

- 8.2.1 DP** Received notification of Caravan Club rebranding along with everyone else. There was no advance notice or discussion with the committee.
- 8.2.2 DP** Entered 2017 Rallies in the Attendance database ready for when the attendance lists are received and entered by **CH**.
- 8.2.3 DP** to chase outstanding attendance lists from last year (mostly other centres)
- 8.2.4 JK/AD** Ed Cuffe sent an email regarding the Country Music Festival for 2018 as the date for this will clash with the proposed 50<sup>th</sup> Anniversary rally and the venue and bands are already booked. Centre exec of the committee have agreed to allow this rally to run alongside the 50<sup>th</sup> anniversary rally primarily as these rallies tend to cater to different audiences and allow members to make a choice.
- 8.2.5 DP/JK** A member refused to sort his centre renewal out with the Caravan and Motorhome Club even though this was not within **DPs** remit and we would like to remind members the committee are volunteers and do not appreciate or tolerate verbal abuse.

## **9.0 Rally Secretary's Report by AD**

- 9.1** New marshals for Valentines next year. Keen to get the Junior Crew involved.
- 9.2** Another holiday rally has been booked Stratford upon Avon.
- 9.3** Thorpeness – Marshals are waiting on a safety fence to be installed by the landowner and then a member of the committee will inspect the site and all being well the booking forms will then be sent out by the marshals.
- 9.4** Two Suffolk rallies have been cancelled by the Caravan and Motorhome Club. Mildenhall has been cancelled because the site has been closed as a club site. Kessingland was cancelled due to an unexpected price increase.

## **10.0 50<sup>th</sup> Anniversary Plans**

- 10.1 JK** Mentioned planning committee met last week at MGs and we agreed the venue.
- 10.2 DP** To draft invite Grenville Chamberlain to the 50<sup>th</sup> 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 (report presented by DP from BM who was unable to attend)**

- 11.1 BM** All advertisers have received copies of the rally book and invoices. Some have already paid and Mark has a list of those that have paid by BACs.
- 11.2 BM** I have received cheques from Caravan Care, The Caravan Company and Paul's Mobile none of which I have forwarded to Mark but will do so in the next few days.
- 11.3 BM** I have sent out electronic invoices and a note of our special event next year to all my contacts asking for their consideration of ways that they might be able to sponsor a prize, a marquee, a trade display or any other support they could offer. A few have already expressed interest and asked to be kept in the loop.

## **12.0 Rally Equipment**

- 12.1** CS Propose to continue using the SCCC rally signs until Caravan and Motorhome Club state we need to as we have plenty of signs.
- 12.2** CS Need to come up with a list of all centre items which have the old Caravan Club logo on so we can find out what would need to be changed and whether the Caravan and Motorhome Club would contribute to the cost of replacements.
- 12.3** CS ordered and received 2 more event shelters with sides plus extra sides for the existing shelters and gullies. Just waiting on gullies to turn up.
- 12.4** MG Gas urns are descaled and ready for the new season the one remaining replacement pipe has been purchased.

## **13.0 Sports & National Liaison**

- 13.1** CS Very disappointed in the information received from the Caravan and Motorhome Club and we have emailed them 3 times with no response. So no record of who is attending. Only received is the cake categories. CS has received slips from 16 members and emails from another 8 so 24 units.

## **14.0 Attendance**

- 14.1** CH Up to date with attendance.
- 14.2** DP asked CH to help chase the other centres for attendance.

## **15.0 Webmaster**

- 15.1** TS – Removed old rally reports and news items up to Jan 2015
- 15.2** TS – Tried to change the Hon Sec and Hon Treasurer to be Secretary and Treasurer. Will also need to update the website to show the new name for the Caravan Club.

## **16.0 Newsletter**

- 16.1** PW handed out draft of the next newsletter and needs comments in the next couple of days. Due to release on 13<sup>th</sup> March
- 16.2** We will be emailing the newsletter out as a PDF using MailChimp
- 16.3** Next one after that need to get copy to PW by 8<sup>th</sup> May to go out Pre National Newsletter 3  
Copy to PW by 10<sup>th</sup> July for Newsletter 4  
Copy to PW by 11<sup>th</sup> Sept for Newsletter 5

## **17.0 Junior Crew Liaison (by MG for RG)**

- 17.1** RG Raised £46.95 at Natter and Chatter selling bacon butties for Lady Chairman's charity. Happy to do this again next year.
- 17.2** JK to get Greg Potter to contact RG.

## **18.0 Regional Meeting**

- 18.1** Nothing to report.

**19.0 Any Other Business**

**19.1** Discussion around which committee members will be chairing which rallies.

**19.2** Committee were overall disappointed on how the rebranding was handled and are concerned on the possible impact.

**19.3** There will be need for new committee members next year.

**20.0** Date of Next Meeting - 12<sup>th</sup> April 2017 at 19:30pm

Venue of Next Meeting – Hintlesham Community Centre

Meeting Closed at 21:40pm