

**THE CARAVAN AND MOTORHOME CLUB – SUFFOLK CENTRE**  
**MINUTES OF MEETING HELD AT HINTLESHAM**  
**13<sup>th</sup> June 2018**

The meeting was opened at 7.30 p.m. with Garry Pyett in the chair.

**Present:**

Chairman	Gary Pyett
Vice Chairman & Newsletter	Peter Wilson
Treasurer	Mark Gowers
Secretary	Janet Dobson
Sports/Junior/National	Chris Stammers
Webmaster	Julian Fincham-Jacques
Equipment Officer	Mark Terry

**1. Apologies for absence**

Bill Mitchell – Publicity  
Alan Dobson – Rally Secretary

**2. Corrections to previous minutes**

None recorded.

**3. Signing of previous minutes**

Proposed: Mark Terry  
Seconded: Peter Wilson

**4. Matters Arising**

None.

**5. Chairman's Report**

Garry reported he chaired the Forest Rally at Tangham. A good turnout but could only stay until early Sunday as there was a 50<sup>th</sup> rally site meeting at Woolverstone Hall and he was going to Maggie Clark's funeral on the Monday. This he did attend – Maggie was a past rallier and marshal for many years. He chaired Rede Hall rally, long weekend coinciding with the Royal Wedding and FA Cup, both of which celebrated on the rally by cream tea and a large TV screen to watch both events. Many dressed for the occasion. He then went north in time for the National, smaller than in previous years but good. Thanks to go to Mark and Debra Terry for stepping up as Lead Block Marshals and Peter Wilson for taking on the role of Liaison for sports and events. Janice Kent took on chiring Flixton, at which a small number of vans attended. Lastly, he chaired the Party at Crowfield rally. Good time had by all, celebrating several milestone birthdays with a good old-fashioned party atmosphere.

**6. Vice Chairman's Report**

Peter reported he had not chaired any rallies since the last meeting and would give a report under National Events.

## 7. Other Rally Reports

Janet chaired the Meare Weekend at Thorpeness and reported it was an excellent weekend. Very well attended and was delighted that Diane, Megan and Lauren Preston were able to visit the rally. Mist, some rain, sun and wind made it a typical English Bank Holiday weekend with events put on for adults and children. Thanks to Mark, Rachel and Amber Gowers for taking on this rally and putting together a team of marshals and new marshals have come forward for the 2019 programme.

## 8. Treasurers Report

### Funds – end of May

Bank Account	12,514.12
Un-presented Cheques	0.00
True Balance	12,514.12
Caravan Club	5,500.00
Cash With Treasurer	17.51
Total	18,031.63

Deposits for forthcoming rallies; 50th Anniversary Rally £1,318.40. Thorpeness Holiday rally £6,555.00

### Fund Balances

Charity Fund of £496.34

Junior Crew £555.54

Special Fund £964.59

**Income since May** – Rally income £2,037.98 (Flixton, Meare Weekend, Crowfield), 50th Deposits £272.40, Advertising income £150.00

**Expenditure since Apr** – LS Plaques £127.00.

**Rally Accounts** – Easter at Sutton outstanding.

**Defaulters** – 2 from Easter at Debenham still outstanding, to be chased.

**Advertising income** - £1,675.00 received so far for 2018 rally book. Outstanding are Ardleigh Caravan Services and Wesfalia tow bars.

### Attendance:

Only list outstanding is the Easter at Sutton one, all others are up to date. Mark T/Garry to provide updated list for the National rally to Janet – to compare to information already held – to update that list in the database.

## 9. Secretary's Report

9.1 **Membership** – as at 8<sup>TH</sup> June 2018 was 1126. 36 members from April renewals did not renew to Centre.

### 9.2 Correspondence

Updated sections of the GLC's have been received and sent to committee members. Items that may need addressing:

- a. Secretary – disposal of reports/data protection on devices or protected files/ care when generating correspondence by email. *Has been discussed before, practice in place for shredding etc., and committee aware of email content. Concern over Club requesting use of official Centre email address. This is linked into website through to nominated email given by committee member. We cannot email out as eg "secretary@". Janet to look into a more secure device for the Secretary files and database.*
- b. Social Media guidance. Refers to Facebook, currently not committee run. See response. Closed groups – Centre members only. Could be resolved by change of name, see suggestion. Do committee wish to operate an "official" closed Centre Facebook page? *Discussed. Felt current system for Facebook page works and committee do not wish an "official" site and the work involved. Name changed to "Friends of" – other comments welcome.*
- c. Sponsorship and Adverts. States restrict to organisations related to caravanning and will not compete directly with the Club. Sponsorship with Centres must not include a physical presence on rally field with view to conducting a commercial activity. *Discussed. A lot is common sense but it was felt that the Club are sometimes trying to restrict what Centres can do, for their own benefit, leaving Centres to struggle to cope.*
- d. Handbooks. Limit personal information, include a privacy policy. For new members limit perhaps to a list or refer to website. Perhaps send book after 2<sup>nd</sup> rally or send a pdf initially. Use pdf to notify other Centres annually. *It was felt that providing handbooks initially to all new members was to continue. The pdf route was in place for the 2019 book for other Centres and for new members joining near the AGM/when books have run out. This will enable less to be ordered (cost saving), when only a few rallies to end year. Email/letter to all new members to continue giving fuller details of the rallies.*
- e. New contact email for ordering the Caravan and Motorhome Club brown rally envelopes. Janet/Alan to order another box.

### 9.3 Other – Franking Machine

Not discussed.

## 10. Rally Secretary's Report

Alan did not attend this months meeting. He sent in report that:

- a. 14 dates pencilled in diary for 2019. One still unanswered over price, may have to be scrapped. Still need venue confirmation for AGM, has Sutton been approached/booked?
- b. Disclaimers for 2019 handbook still outstanding from club although some information been sent in the revised GLC's.
- c. Some initial planning of layout is underway but need to look at adverts for next year before any further work is undertaken.

- d. To avoid loss of Newmarket venue this has been booked for 2019. New marshals will be looked for should the current ones stand down from this rally.
- e. A rally has come in for 4 marshals – just to check for 2019 as “old” system was specific 2 for weekend/3 or more +50 vans or holiday.

*Discussion:*

*Peter Wilson passed on message that he is awaiting the return of the booking form for the Dutch Rally and will forward with rally entry when available.*

*Mark T to follow up a possible venue in Reydon.*

*Alan to approach Sutton re AGM date for 2019 but to also approach East Bergholt High School as an alternative venue. Chris and Mark T are also going to approach Trinity Park to see if any changes in their pricing/booking.*

*Agreed to ask Alan to do a list of dates for 2019 for the website showing as available/unavailable – no specific venues shown.*

*Number of marshals was agreed number to be specific to rally and more than 2 if justifiable to members.*

*Alan asked to email outstanding marshals for this year to remind new plaque supplier and re ordering.*

*Discussed possible event next year without caravans. Social – dinner? For further discussion.*

**11. 50<sup>th</sup> Anniversary Plans**

Programme has been sorted, almost ready. 58 vans have booked on. Mark G asked for the latest leaflet to be included in the next Newsletter (due early July) and Peter asked for a short article to go with it. Can we put a “banner” item on the front of the Centre website? Peter asked for a different email address to be used from Thursday for any communication from committee.

**12. Publicity and Advertising**

Bill did not attend this months meeting. He sent report that one advertiser were disputing they confirmed to advertise in the handbook. Bill has also sent apologies for not being able to attend the July meeting.

*Discussion:*

*Peter confirmed the advert in the newsletter from the Dutch holiday site is the one to be used in the next Handbook edition for 2019.*

*With Bill possibly unavailable over the coming months there may be a delay in getting in adverts and the possible knock-on effect for putting together the Handbook. It was discussed about possibly having to print in January, delaying despatch. Alan to check printer availability.*

**13. Rally Equipment**

Mark reported we now have 4 hand radios in stock. These are to be monitored by Mark, signed for on receipt and return, not passed on to the next marshals with equipment. A suggestion re hi-vis vests in the marshal’s bags was discussed. Reasonable idea – will be put in for marshals to use if they wish to. Garry has an “older” style flagpole which is broken on the top, was looking for spares if known where purchased from.

**14. Sports and National Liaison**

Sports – Chris – this needs to be looked at and revamped for next year. Will start working on this after the 50<sup>th</sup> for next years National event which is nearer to Suffolk than this year. Chris

planning on going back to holding a tea/coffee time for Suffolk members as no cohesion this year in identifying who was who. To look at planning differently for next year.

National – Peter – The winner of the Presidents Cup was unknown at this time. Peter felt, apart from not having easy identification of Suffolk members, that the rally went well even if it was a case of making up numbers with other Centres – he had Buckinghamshire members on one team!

**Results known:**

Cliff Easton entered the Photo Competition, Dog Show (Hunney 11yr old dog) came 5th and Dog Show (Rescue dog) came 4<sup>th</sup>.

Stefan Carter entered Group 2 Football and came 2nd (Silver)

Maisie Watson entered (6-8 Yr Old) Running Race and came 1st (Gold)

Maisie Watson entered (6-8 Yr Old) Obstacle Race and came 3rd (Bronze)

Harvey Watson entered (6-8 Yr Old) Obstacle Race and came 2nd (Silver)

Carol & Tony Dyer entered the Cribbage Pairs and reached the 1/4 finals

Ron King entered the Scottish Ramble

Mark Terry entered the National Quiz and reached the Semi-Finals

Peter Wilson entered the National Quiz and reached the Semi-Finals

Peter Wilson entered the Cribbage Pairs and came 2nd (Silver)

Garry & Connie Pyett A Demonstration & Display at the Hobbies & Craft Exhibition

Sophia Moles Daughters 3 & 8 took part in 250m Flat Race

Fiorella Moles took 1st Place (Gold) for Whale Colouring

A big thank you and WELL DONE to all participants – your names have been noted for 2019!

**15. Webmaster**

Interesting reading as to the Centres winning this years Club competition. We do need to look at revamping or renewing website, Julian asked Mark G for information on when the domains are due for renewal. With guidance in GDPR about “locked down” areas discussed this would be hard work to police as Secretary is only one with access to Centre database as members would have to be confirmed and allocated a code for access. This is then deleted when they leave. If minutes are kept minimal and carefully worded and there is no identifiable data on the site can we operate as we are? Looking at providing online booking for the future – could offer marshals email address and mark Handbook as online booking available or not available. Committee to think and discuss further what we would need/like in order to approach someone for redesigning this.

Peter discussed how he looked for any reports on the website for the newsletter and agreed to work with Julian in sending copy across he may receive, and vice versa, to update both communication areas.

**16. Newsletter**

All underway for the next edition in early July. Discussed the notes/rules being limited to two editions, as with the photography information. Janet to add something further to the AGM section to link to the AGM rally and send to Peter. Agreed a stronger password for security of sending the information across for the newsletter despatch.

**17. Junior Liaison**

Need to push the Junior passports, children are attending but perhaps don't have one to get signed by the rally marshals. Chris is looking into a trip to Bounce Indoor Trampoline Park for

sometime in November/December this year for the Juniors (to include members children and grandchildren) – more details to follow. To be paid for through Junior Funds – ages to be decided.

**18. Regional Meeting**

No meeting update, the July Regional Meeting was cancelled.

**19. Any Other Business**

A member had recently had Suffolk flags made (suitable for poles) without reference to Committee (conversation with Garry at the National). Any consequences were followed up as the Suffolk logo had been altered but seen flying from a height may be misunderstood as being official. Result: It was felt unfortunate that committee hadn't been approached before they were made just to check.

The committee/Centre are not involved in this purchase and the majority felt nothing further should be done. Our logo is not under copyright (although the Centre may pursue this should they wish) but the Club one is. Members should also be aware that some venues we use may not allow these types of flags to be flown.

Date of next meetings Wednesday 11<sup>th</sup> July 2018  
*Apologies – Peter Wilson*  
*Apologies – Bill Mitchell*  
August – no meeting held  
September – Wednesday 12<sup>th</sup> September 2018  
*Apologies Sept meeting Janet Dobson, Alan Dobson*  
October – Wednesday 10<sup>th</sup> October 2018  
Annual AGM Sunday 14<sup>th</sup> October 2018

Venue next meeting – Hintlesham Community Centre

Meeting closed at: 10.10 p.m.

**DISCLAIMER: All those mentioned in these minutes have given their permission for their data to be used.**