

THE CARAVAN AND MOTORHOME CLUB – SUFFOLK CENTRE
MINUTES OF MEETING HELD AT HINTLESHAM
11th July 2018

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

Present:

Chairman	Garry Pyett
Treasurer	Mark Gowers
Secretary	Janet Dobson
Rally Secretary	Alan Dobson
Webmaster	Julian Fincham-Jacques

1. Apologies for absence

Bill Mitchell – Publicity
Peter Wilson – Vice Chairman and Newsletter
Chris Stammers – Sports/Junior/National
Mark Terry – Equipment Officer

2. Corrections to previous minutes

None.

3. Signing of previous minutes

Proposed: Julian Fincham-Jacques
Seconded: Garry Pyett

4. Matters Arising

None.

5. Chairman's Report

Garry reported he chaired the holiday rally at Stratford, a good rally with fine balance of organised events and free time to look around the area.

He marshalled the Chairman's Rally at Suffolk Punch Trust, Hollesley, blessed with very hot weather, ending with a cheese and wine evening and a raffle draw. This raised £110 plus a further £21 from the auctioning of a donated caravan cleaner. Rally was chaired by Janet Dobson (Secretary), thanks to her.

He chaired the Clare Priory rally with continued hot weather, a relaxing weekend with a tour of the priory, coinciding with a village fete in Clare itself.

Next rally will be at Hadleigh and then to set up for the 50th Anniversary Rally.

6. Vice Chairman's Report

Peter was not at the meeting. This report was received: I chaired the Dordogne Rally and the marshalls put on a holiday rally we have all come to expect from this 'team'. Lots of games, quizzes, well organised outings of Canoeing 16.5 Km down the Dordogne River and a Boat trip, which 50 of us enjoyed with an English-Speaking Commentary, again on the Dordogne and we also had the usual 'Bottle Bag' game, played over the course of the rally. The chosen site was

well maintained and laid out, with large pitches all with individual water and electric hook-up. On the last Thursday of the Rally, an evening dinner was well attended, where the Vice-Chairman presented all three sets of Marshals with a bag of local Dordogne Memorabilia, with the cost evenly shared by those attending the rally. I also presented two 1st Rally plaques to Suffolk members.

7. Other Rally Reports

Janet had chaired the Chairman's Rally at Hollesley and reported it went very well. Lovely site, very friendly and informative staff and good facilities. Addition of café most welcome. Excellent weather but sad to see attendance was down on what was expected. Nevertheless, the charity draw had in excess of £100 collected, with one prize being auctioned off. Use of room on site for the evening went well and they are more than happy to have the Centre back again.

Mark Gowers reported he had chaired the Tattingstone Hike and Bike rally at a lovely venue with walks and cycle paths. Lovely weather, a really enjoyable rally. Thanks to all the marshals involved - £10 was raised at this rally for the Junior Crew Fund.

8. Treasurers Report

Funds – end of June

Bank Account	15,426.46
Un-presented Cheques	(568.00)
True Balance	14,858.46
Caravan Club	5,500.00
Cash with Treasurer	289.76
Total	20,648.22

Unpresented Cheque - Crowfield Village Hall Site Fees

Deposits for forthcoming rallies; 50th Anniversary Rally £2,525.60. Thorpeness Holiday rally £6,745.00

Fund Balances

Charity Fund of £541.04

Junior Crew £551.33

Special Fund £964.59

Income since June – Rally income £28.13 (Chairman's Rally), 50th Deposits £441.20, H1 Interest £27.20, Charity Fund £138.20, Equipment Sales £0.50

Expenditure since June – LS Plaques £125.40, Q2 VAT Payment £1,968.22.

Rally Accounts – none outstanding.

Defaulters – 2 from Easter at Debenham still outstanding, chased, still no reply.

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

Attendance:

Outstanding details are Easter at Sutton. Janet to follow up the recent Invitation Rallies at Sudbury and the Regional Get Together for any Suffolk attendance. Other than that, the Attendance Database is up to date and checked. Garry had asked for a list of members where 50+ rallies had been recorded.

9. Secretary's Report

9.1 **Membership** – as at 7th July 2018 was 1143.

31 went void from May renewals. Janet reported there has been an issue in getting the weekly and monthly reports through – several times they have been late and paperwork is taking over a week or more to get through. This delays the sending out of rally handbooks to new members.

9.2 **Correspondence**

a. Update to Letters to Centres for Privacy Policies. Document is suggested wording so some leeway for us to amend?

Sections:

Rally Handbooks – appropriate wording will be in 2019 handbook. *Committee agreed.*
Rally booking slips – several options. Print on reverse slip and in handbook, for website put in notice. Amend slip to capture with signature. Remove from book and add separately as in past. *Agreed to look at providing the Privacy Statement in the handbook and redesigning the rally slip to capture this at signature.*

Centre Events booking forms – Advise those it would affect – any holiday rally with booking forms

Other Collection of data – only seems to relate to newsletter/attendance database

Centre Websites – pass to Julian as Webmaster.

Comment by email: There is a lot of the use of the word 'Assume' and I was always taught that you can make an 'ASS' out of 'U' and 'ME' from that word. Seems very wishy washy to me, maybe something more assertive?

Second, ok to print the back of the Rally Slip in the Handbook, but a challenge with the Booking Slip on the Website. Do we increase the number of Rally Slips in the Handbook and if so what about having them perforated so easy to tear them out?

b. Email received from member. Arriving at recent rally found they were not booked on having sent a slip. Enquiry about putting some sort of acknowledgement system in place. Could have been awkward, rally was full, but a space was found. They could not fault the rally marshals. *Committee is already looking at booking of rallies, online booking has already been under discussion. Agreed to look at further steps (email reply/stamped addressed envelope were two discussed). Janet to acknowledge and that we are aware and working on this issue.*

c. Email received from member. Issues had arisen at a recent rally re marshal process. Clarification requested. All issues raised were fully discussed. *Janet to draft response and advise Alan to look at drafting a document suitable to pass to the marshals on booking in their rallies to cover all aspects that a rally marshal may encounter (Rally*

Sec/Treasurer/Equipment). To get out to all marshals before AGM requesting email receipt. Information to be repeated in Rally Marshal Packs.

d. Email received from member. *Contact re a recent rally where the information was fully discussed, and points noted. No further action by committee.*

10. Rally Secretary's Report

2019 programme - 18 rallies for 2019, some provisional and one still in doubt. 2 in book early 2020 with Burns to check and add

AGM - Confirmation one venue provisionally booked, prices to follow. Reply from East Bergholt High School. Chris is undertaking negotiations with Trinity Park which look hopeful. Agreed to hold the next weekend in the programme for the AGM as they cannot accommodate us the weekend we already hold (Sutton venue)

Adverts - One half colour page confirmed. Dutch venue.

Handbook - Nothing further done. Printer contacted. Happy to work with us and print in January. Allow 2 weeks from receipt for books. If book delayed past early December receipt probably end January.

Disclaimers - Still waiting on Club further information.

Agreed Alan to let Bill know he will start the contact with advertisers for 2019. To look at putting adverts within Rally Secretary role for 2019.

11. 50th Anniversary Plans

Last committee meeting before the rally. Approx. 76 vans are booked on and all the plans are coming together. Marquee providers have been in touch – good. Plaques have been ordered. Chris Stammers and family are donating a quantity of bottles of bubbly – this is in memory of the late Derrick Stammers. A donation of £200 has been received from Barry Sharman Caravans towards this event, thanks to them.

12. Publicity and Advertising

Bill was unable to attend the July meeting. With regard to the issue over one advert (possible misunderstanding) this will be written off. It was agreed Alan to look at starting to get the adverts for 2019 underway, contact Bill to advise, as no further meetings until September (Alan unable to attend). Delays will mean printing January next year.

13. Rally Equipment

Mark Terry did not attend the meeting – no report.

14. Sports and National Liaison

Chris Stammers did not attend the meeting – no report.

15. Webmaster

There was not much to report on the website, Julian has been tidying up the site, and a new website is still under discussion. Rally reports are needed for the website, as well as the Newsletter, to keep members fully informed.

16. Newsletter

