

THE CARAVAN AND MOTORHOME CLUB – SUFFOLK CENTRE
MINUTES OF MEETING HELD AT HINTLESHAM
THURSDAY 15TH NOVEMBER 2018

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

Present:

Chairman	Garry Pyett
Vice Chairman & Newsletter	Peter Wilson
Secretary & Attendance	Janet Dobson
Webmaster	Julian Fincham-Jacques
Rally Secretary & Advertising	Alan Dobson
Publicity	Melody Gosling
Centre Equipment	Ron King
Regional Representatives	Garry Pyett and Chris Stammers

1. Apologies for absence

Chris Stammers – Competitions/Junior/National
Mark Terry – Treasurer

2. Corrections to previous minutes

None noted.

3. Signing of previous minutes

Proposed: Julian Fincham-Jacques

Seconded: Peter Wilson

4. Matters Arising

None given.

5. Chairman's Report

Garry said he had gone to the funeral of Eve Prentice which was well attended with a lot of Centre members going.

He had recently been on an East Yorkshire Centre rally at York Racecourse where he was able to attend the Club's AGM. Very different to the way we run a Centre AGM, but interesting to see. Full details will probably be in the next edition of the Club magazine.

This coming weekend he will be attending the Anglia Region AGM and rally in Ely.

6. Vice Chairman's Report

Nothing to report.

7. Other Rally Reports

No reports.

8. Treasurers Report – forwarded by Mark Gowers

Handover with Mark Terry still in progress, Mark Terry did not attend meeting.

Funds – end of October

Bank Account	8,222.96
Un-presented Cheques	(3.00)
True Balance	8,219.96
Caravan Club	5,500.00
Cash with Treasurer	70.51
Total	13,790.47

Unpresented Cheques 50th Anniversary rally refund £3.00

Deposits for forthcoming rallies; £3520.00 for 2019 Thorpeness Holiday Rally

Fund Balances

Charity Fund of £1,710.54

Junior Crew £459.83

Special Fund £814.59

Charity Fund - Income: £106 from AGM raffle, £17 from EAAA Merchandise and £10 from Julian Fincham-Jacques.

Income since October – Defaulter payment £10.

Expenditure since October – Ideas Barn £1,118.40 Website redesign

Rally Accounts – Country Music Rally outstanding.

Defaulters – 2 from Easter at Debenham (Summers and Easton, non-attendance) still outstanding, chased, still no reply. 1 from Barn Dance rally reminder to be sent.

Attendance: Easter at Sutton and Country Music festival still outstanding, all others up to date. Janet stated she had received a list of names for the Easter at Sutton which she had forwarded to Mark Gowers.

9. Secretary's Report

9.1 Membership – as at Friday 9th November was 1182. September members going void were 38. Still receiving messages from members querying when or how they joined, few resigned shortly after joining. Thinking on perhaps emailing to acknowledge new members and their book will be sent in post shortly etc., giving time to respond if there is an issue. There can be a delay of up to a week between report and despatch of books – down to the Club.

Fellowship report – With only one attendance list for 2018 period still to come through, so far 292 members have rallied. Not giving too much away, 11 to 20+ = 19, 6 to 10 = 42, 2 to 5 = 116 and 1 rally only 115. With membership level this shows approximately 25% of registered members rallied at least once with the Centre.

9.2 Correspondence

9.2.1 Email received from Chris Sanderson thanking committee for gift for taking committee photos. Thanks to Janet for the way she handled the AGM meeting.

9.2.2 Letter from Mark Gowers to Julian Fincham-Jacques acknowledging receipt of £10 to Chairman's Charity. Julian's photograph won the 2019 handbook front cover competition.

9.2.3 Following message from member re Centre renewal, contacted Club. Wrong information being given to Centre members as to why not automatic renewal to Centres. From email: "Automatic Centre renewal is not possible and will not happen. We need to have members' active consent from them every year that they are willing to be part of a Centre. Automatic renewal would also mean that non-active Centre members would continually increase every year, and as a Centre you would be dealing with even more information and inactive members. Annual renewal allows for a more acceptable figure of Centre membership – even though we know that less than 10% are active with the Centre." Did advise them that from current stats 25% Suffolk members rallied last year. Also pleased we are going along lines of PDF for other Centres, labels for Centre Secretaries will not be sent out this year when the member ones are.

9.2.4 Renewed Club Insurance Certificate received. Copy to all committee – marshals to be sent this by Alan.

9.3 Handbooks and Envelopes.

On last year despatch and current membership looking at around 1450 books min. Other Centres will have PDFs. Allowing for committee to have some, would suggest ordering no more than 1,600 to 1,650. With the envelopes still have just over 300 left. They come in boxes of 1,000. Would like to order one box (£39.36 inc VAT) purchasing as needed in the year. Would also request £1,500 payment to upload the Drop and Go card – Drop and Go has been very successful this year.

OUTCOME: Agreed to purchase envelopes for books. Agreed to request £1,500 from Treasurer for Drop and Go account. Agreed to order 1,650 rally handbooks. Agreed on method of handbook despatch looking at renewal dates, hopefully most to be out before Christmas.

9.4 Other

This month's random information.

Membership 12 Oct 18 was 1191.

Location breakdown: Suffolk 931 (78%), Essex 191 (16%), Norfolk 36 (3%), Cambridgeshire 15 (1%).

Rest:

London/S Yorks/E Sussex/Germany/Herts/Kent/Lincolnshire/Northants/Notts/Surrey 18 (2%).

It was also discussed over renewal to Centres, are we losing old or newer members. Stats seem to indicate the newer members.

AGM 2018 Draft Minutes

Draft minutes circulated to committee. Agreed content. To hold for AGM in 2019.

10. Rally Secretary's Report

a. **2019 programme.** Book smaller than the 2018 edition. Revised prices from printer 1,500 copies down £209 to £1670. 1750 copies down £224 to £1954. Both come in under expected amounts from adverts. With two new adverts gained, one lost, total of £2020 expected. Two PDFs done – one for printing other for other Centres and later in the year new members meaning less books can be ordered. A PDF copy has been sent to advertisers prior to printing for checking. Peter passed on a couple of final amendments, when done book to go to print. Agreed to order 1,000 A5 copies of the new rally slip (2 per page). All rally details have been uploaded to the Club for the Rally Supplement due for issue in January.

b. **Rally Marshal Document.** With updated details on splitters intend sending out to all marshals for 2019 in next few days, will request receipt of message. Normal Marshal packs to be made up for February, will need account packs from Treasurer and equipment list for collection/passing on. Committee agreed.

c. **2020 Programme.** List available, a few pencilled in already. To discuss at next meeting provisional date for AGM meeting and rally next year. Agreed to go back to putting proposed programme, with details, on the website. Trial agreed last year did not have the effect wanted. Marshals are still reminded to contact Rally Secretary BEFORE committing to a date as the website can never be 100% accurate.

Peter brought up an email response to the newsletter querying about the use of splitters from a member. Peter will let him know that at this time we are following the email response and information from the Club but will be monitoring the situation in the future.

11. Publicity

Janet passed the template for the Suffolk brochure to Melody as this is in need of redoing. Melody had been looking into the future role and brought some suggestions to the meeting. Will approach local dealerships for their response. Dealer days were discussed but Melody wants to take this at her own pace and will bring responses, further ideas and costings to the next meeting. Suggestions of possible flyers we could also approach storage facilities, Club sites in which to display these?

Julian suggested a window sticker for Centre members, something recently suggested at a rally, Melody to follow up. Issues over placing on caravan windows (peel off sort, not sticky). To bring costings to next meeting.

12. Rally Equipment

Ron has been unable to undertake handover from Mark Terry as he has been away on holiday. Hopes to meet shortly – early New Year rallies to be sorted for equipment. No further information or pricing on any replacement equipment needed. To discuss at December meeting.

13. Sports and National Liaison

No report.

14. Webmaster

New website is now underway, should have more information in the next two weeks. The company designing this is able to link in with current site and any changes Julian makes, they are able to pick up on. Domain name will remain the same.

15. Newsletter

Peter passed round short report on breakdown of responses and activity following recent emailing of the November newsletter. Seemed a lot were not getting through, Julian mentioned that Tesco net service may be causing an issue as they had withdrawn their internet service which could be affecting emails. Next edition in March, Janet to pass details week commencing 11th March.

16. Junior Liaison

No report.

17. Regional Meeting

Nothing to report – next meeting weekend of 17-18 November along with Regional AGM. Would appear voting for some positions on committee, Kevin Flexman is standing down as Chairman.

**18. Any Other Business
Meetings for 2019.**

Approach made to Hintlesham to book for 2019. Current price £16.50, new price expected end November possibly going up 50p-£1. Have provisionally booked 2nd Wednesday in Feb, March, April, May, June, July, Sept, Oct, Nov and December (no meetings in January or August). Details obtained for Treasurer as usually paid for in advance. Bookings are now available to be seen on their website. Agreed to confirm bookings.

Peter will need a Rally Chairman for Saxtead Rally in January – agreed Melody.

Garry had received an offer from Driffield Showground in East Yorkshire for their venue for rallies. Quite a few facilities on offer if anyone interested.

Date of next meeting Wednesday 12th December 2018 at 7.30 p.m.

Venue next meeting – Hintlesham Community Centre

Meeting closed at: 9.30 p.m.

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