

THE CARAVAN CLUB – SUFFOLK CENTRE

MINUTES OF MEETING HELD AT HINTLESHAM

WEDNESDAY 13th Sep 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
Treasurer	Mark Gowers	MG
Secretary	Diane Preston	DP
Equipment Officer	Chris Stammers	CS
Publicity	Bill Mitchell	BM
Newsletter	Peter Wilson	PW
Support	Mark Terry	MT

1.0 Apologies for Absence

Junior Liaison	Rachel Gowers	RG
Vice Chairman	Trevor Smith	TS
Rally Secretary	Alan Dobson	AD
Attendance Officer	Carol Harbottle	CH

2.0 Corrections to the Previous Minutes

15.2 Tony & Karen were receiving their 600th rally not 650th.

3.0 Signing of Previous Minutes

Proposed	PW
Seconded	BM

4.0 Matters Arising

PW to check with his daughter whether there is a different way to post the rally books given the changes to the Drop and Go process.

5.0 Lady Chairman's Report by JK

JK chaired the Wind Down Rally at Woolverstone. Weather was good to us. All attending enjoyed themselves. Thanks to the marshals

JK chaired All's Well at Bromeswell. Good location with plenty of places to visit. Marshals put on a cheese and wine evening and the meal in the Saturday. Spag bol Suffolk style. Thanks to them for an excellent rally.

JK chaired the Lady Chairmans rally. A really good attendance at Newmarket with over 70 vans attending. An excellent team of marshals and many helpers who helped to make the rally a success. Over £700 made from the raffle, hobby horse racing and numerous donations. My thanks to all those who supported the rally.

JK chaired the Elvis is in the Building rally. Long awaited return of Elvis at Clopton. Dancing classes arranges to give ralliers a chance to learn to jive and highlight of the weekend Elvis on Saturday evening. Thanks to all those who joined in the fun to make this rally a success.

JK chaired the Apple Pie and Cider Rally – Return to Weeley but with a new set of marshals. Relaxing time with the added treat of Apple Pie and Cider. Thanks to the marshals.

JK chaired Chill at the Mill. Another relaxing weekend in a lovely location. First time the site had been used by a caravan club.

JK chaired Heritage Weekend gave us the chance to see how the restorations are coming along at this old mill. I am pleased to say that we will be welcomed back next year.

6.0 Vice Chairman's Report by TS

6.1 None

7.0 Other rally reports

7.1 MG chaired Thorpeness Holiday Rally. Fantastic rally. Bingo, quiz and kids played nicely and respected the cliff rules. Coincided with Aldeburgh carnival. Club entered a float on the Thorpeness mere. Received a £30 donation for partaking.

7.2 DP to send email to rally marshals to check if everything OK as they departed the rally prematurely without notifying the rally chair

7.3 CH chaired Hadleigh on the Hill. Watching summer sunsets. From all accounts it was enjoyed by all ralliers.

7.4 PW chaired Wroxham. Near the Broads. Saturdays Boules competition. Cream and jam scones and then Cheese and Wine.

8.0 Treasurer's Report by MG

8.1 Funds – end of August

Bank Account	13,838.48
Un-presented Cheques	(705.60)
True Balance	13,132.88
Caravan Club	5,500.00
Cash With Treasurer	5.49
Total	18,638.37

Balance includes £5,905.00 for Thorpeness Deposits

8.2 Fund Balances

Charity Fund of £1,283.51

Junior Crew £550.62

Special Fund £957.39

8.3 Income since Aug – Weeley Rally £49.00

8.4 Expenditure since Aug –Panda Plaques Aug Statement £101.14

8.5 Rally Accounts – All July and August rally accounts received with the exception of Thorpeness. Easter at Sutton receipts outstanding, Waldergraves receipts outstanding.

8.6 Defaulters – 1 defaulter on Weeley, Letter sent 5th September no reply received to date.

8.7 Advertising Income – Outstanding from 1 advertiser; Holbrook Leisure but unlikely to be received.

8.8 Additional Items under Treasurer's report

Large plaque request - Ed Cuffe emailed to ask the committee if we can authorise larger plaques for the 30th Anniversary of Debenham Country Music festival in 2018.

Given the letter we have also received from the plaque supplier that he will no longer supply plaques from the end of this year the committee thought it would be appropriate to defer this request until the new committee has formed and considered a new plaque supplier for 2018.

MG to pass this information on to Ed Cuffe.

AGM Rally - John Taylor has requested that the club cover the cost of the hall for the AGM rally as he is low on numbers and this would reduce the rally fee. Total cost is £196.50. In previous years we have covered the cost of the hall hire, last year the club covered the cost of £295.00. The committee agreed that the club should cover the cost of the hall hire. **MG** to inform John Taylor of this decision.

9.0 Secretary's Report by DP

9.1 Membership: As of Friday 08th September 2017, Membership of Suffolk Centre stood at 1025.

9.2 Correspondence:

- 9.2.1** Received confirmation from Dave Totman that he will no longer be producing rally plaques after this year. Janice has thanked him for producing these for us and acknowledged the cost of new equipment/maintenance was not viable. The new committee will need to address finding an alternative production company for these.
- 9.2.2** CAMC have issued £600 grant toward the rebranding costs. This is the same amount for all centres.

9.3 Other Points

- 9.3.1** **DP** has approx. 30 rally books remaining. Propose to only send books out until the AGM so should have sufficient until then. Also some committee members have additional books if required. There will be a remaining balance on the Post Office drop and go card but when next year's books are sent out **DP** has offered to take an appropriate amount of books to the Post Office to use the remaining balance up.
- 9.3.2** Nominations received for the committee have been posted on the centre website. **AD** questioned whether we should have 1 vice chair or 2. Committee decided due to rally numbers involved and membership numbers only 1 vice chair roll will be required.
- 9.3.3** **AD** forwarded information about GDPR and how it affects the rally book content. Committee agreed to discuss this on **AD**'s return.
- 9.3.4** **DP** has requested advice from the Executive Committee of the CAMC regarding a pending court case against a member.
- 9.3.5** **JK** arranged 2 tellers from Norfolk to come to the AGM.
- 9.3.6** **JK & MG** – Letter received from Ed Cuffe. Was frustrated that the 50th Anniversary rally was being promoted more heavily than the 30th Anniversary rally of Country Music Festival next year and also that the Lady Chairs rally was approved for larger plaques. **MG** responded with details of how the admin fee is spent and why the amount of plaques ordered was queried. It was also mentioned that if he would like larger plaques he would have to request these from the committee and this was stated in the email to him on 19th November 2014. Ed Cuffe has since requested a larger plaque for the 30th Anniversary of the Debenham Country Music festival and the committee has referred it to next year's committee members as we will be changing plaque supplier and this may influence the decision.

10.0 Rally Secretary's Report by AD (sent by email)

- 10.1** Rallies for 2018 – Currently 23 listed in programme. This needs to be pushed urgently at flagpoles.
- 10.2** Have emailed all Centres and Region for items/rallies they wish to go into the programme.
- 10.3** Printers for 2018 Book - Advised Flyer Press who are very pleased to be able to work with us again for next year. AD also passed on apologies to the other 2 applicants that were unsuccessful.
- 10.4** Have looked at allocating approximately the same amount of advertising space due to knowledge some may not be in a position to advertise next year, hoping we get new advertisers.
- 10.5** Halloween rally will have to be cancelled for this year as we have only received 2 rally slips.
- 10.6** Flixton rally will also have to be cancelled due to only 4 rally slips.

11.0 50th Anniversary Plans

- 11.1** Will have space for flyer and for rally entry in rally book.
- 11.2** Nothing further on the planning of the event at present.

12.0 Publicity

- 12.1** **BM** all advertisers have been contacted twice with a view to advertising again next year. Low uptake of advertising and some are advertising but with smaller adverts.

13.0 Rally Equipment

- 13.1** Instead of spending the money earmarked for guttering for the event shelters, CS plans to purchase a fishing bag to store the new flagpoles in as the bags they came in are falling apart. New kit bag being put together.
- 13.2** **MT** suggested that the pitch spacing rules could be laminated and a copy put in the kit bags.
- 13.3** The rubber hose dates need to be checked as **PW** believes the life of the hose is from the date stated on the hose whereas MG believes it is from the date of purchase. **MG** to confirm.
- 13.4** One of the new flagpole spikes has been broken and needs to be replaced.
- 13.5** **MG** to purchase a replacement teapot as one has disappeared from the urn.

14.0 Sports & National Liaison

14.1 Next years National is at Sledmere House, East Yorkshire 25-30 May 2018.

14.2 **CS** is trialling his own soft archery set. If it proves popular with the children then he may purchase one for the centre.

15.0 Attendance

15.1 **CH** No report

16.0 Webmaster by TS (update supplied by email from TS)

16.1 **TS** – Over the last few weeks **TS** has spent time adding to the list of Rally reports. He has reformatted the reports page to simplify the lists and when the September newsletter is released he will replicate the reports from there too, as well as publishing the eNewsletter to the relevant page.

The 2018 proposed programme page is currently up to date with Alan's latest additions.

TS understands we had another expression of interest for Webmaster from Julian but **TS** has not yet spoken to him about it.

TS has purchased a new copy of the software required, Frontpage as the original copy has been mislaid. This cost £33. This will enable **TS** to perform a handover, should a reliable new Webmaster be found. The Webmaster configuration document is up to date and will help with the transfer of knowledge. **TS** will try to add further instructions to this to support the handover.

17.0 Newsletter

17.1 **PW** requested people submit more newsletter reports.

17.2 **PW** would like committee to promote that there is a newsletter and how to receive it.

17.3 **PW** requested the up to date email addresses

17.4 **AD** Asked for Rally Secretary entries to be in each newsletter for next 3-4 months please.

18.0 Junior Crew Liaison (by MG for RG)

18.1 **RG** Thorpeness holiday rally. The children enjoyed the badge maker. Selling second hand books. Money raised from this paid for the paints used on the float.

19.0 Regional Meeting

19.1 Next meeting Saturday, 23rd September 2017 at Ipswich Hotel, Copdock (formerly Cameo hotel). **JK** and **CS** attending.

20.0 Any Other Business

- 20.1 JK** - Good selection of nominations. Each should have submit a small paragraph describing themselves and the experience they will bring to the committee. – **DP** to contact nominees by 29th September.
- 20.2 JK, MG, DP and TS** to meet on 4th October at Royal George 7.30pm to work through running order on top table.
- 20.3 BM** has been trying to promote getting new marshals for rallies that have lost marshals.

Date of Next Meeting - 11th October 2017 at 19:30pm

Venue of Next Meeting – Hintlesham Community Centre

Meeting Closed at 21:55pm