

THE CARAVAN AND MOTORHOME CLUB – SUFFOLK CENTRE
DRAFT MINUTES OF MEETING HELD AT HINTLESHAM
WEDNESDAY 12TH JUNE 2019

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	Janet Dobson
Competitions/Junior/National	Chris Stammers
Centre Equipment	Ron King
Webmaster	Julian Fincham-Jacques

1. Apologies for Absence – Alan Dobson (Rally Sec & Advertising), Mark Terry (Treasurer), Melody Gosling (Publicity).

2. Corrections to Previous Minutes – None given.

3. Signing of previous minutes: Proposer - Peter Wilson and Seconder – Chris Stammers

4. Matters Arising –

17. Regional Meeting. Under request of number information Janet confirmed just on 25% of registered Centre members as at 31 December 2018 rallied at least once with the Centre that year. For the amount of unit nights we offer there was a total of 162 nights offered overall, with 134 if taking out Invitation Rallies and the National event.

8. Treasurers Report. Peter raised about the discussion over raising the Admin Fee. Ideas were raised again on this with discussion over funding. Agreed to look at raising this to £1.50 for 2020, to confirm at September meeting after discussion with Mark (Treasurer).

5. Chairman's Report - Garry reported he had chaired Tangham but could only do weekend due to holiday and National event. Chaired Rede Hall, lots going on, afternoon tea, games and tour of site. Attended National, full weekend with Chairman's reception, information marquee, Region reception however we did gain 4 new members at least. Our members took part in several sports, competitions, quiz and other events. Well done to all and thanks to Chris and Peter for organising these over a wide area with hands tied behind backs. Event was taken on by volunteer team this year, and whilst appreciating their efforts, was disappointed with this year's event, perhaps a learning curve for next year. Chaired Clare Priory, relaxing venue with get together and cheese and wine in the evening, weather was disappointing.

Peter asked for rally reports for the newsletter, Julian asked for same for website.

Garry had list of attendees at National he had made up – passed to Janet for an attendance list. List of names in the booklet given to attendees not passed over as yet, Janet waiting for clarification on using it to build any attendance (Club & GDPR).

6. Vice Chairman's Report – No report.

7. Other Rally Reports

Thorpeness May Bank Holiday Rally (Janet) – A really good Bank Holiday rally once again with a different set of marshals. Pleased to see a trainee in action, thanks to Mike and Sallyann Biggs. Good turnout around 46 vans with one 1st rallier and 7 visitors. Lovely site within walking distance of the centre and the Meare. One downpour didn't seem to stop anyone and once the sun returned so did the BBQ's. New marshals have come forward for next year. Thanks to all involved.

8. Treasurers Report – Mark was unable to attend the meeting. Reports for May and June will be given at the July meeting.

Peter requested large plaques for the holiday rally to Holland – committee agreed.

Proposed rally 2020 to Norfolk includes a distillery tour – they are requesting £50 deposit in January.

Peter to request to Mark.

9. Secretary Report

9.1. Membership – as at Friday 7th June = 1196. April members listing as void = 76. Looking at voids January to end April 19 at least 200 members have not renewed to Centre. On report 7th June following emails 16 April members had renewed. One new member with imminent renewal sent PDF and letter – book will follow if they renew. Looking ahead 65 May members still to renew at 10th June.

9.2. Correspondence – Email received from Club Offices.

Question as to when reports will be issued via BOX – unsure as yet, IS developers still to finalise.

Question over funding for websites – no timescale, meeting with team involved shortly. Club does not want Centres investing in current websites in case it becomes obsolete? Decision to support centres comes from Data Protection issues.

Have emailed Club re contacting members due to information found to check if still acceptable to email those gone void, or should only contact be prior to membership renewal under GDPR.

UPDATE: Club emailed reply day after meeting – response was: members can be emailed prior to renewal and only once when any notification of Not Renewed to Centre comes through. If no reply then assume member is not renewing, no further contact should be made.

9.3. Other – Supplying Handbooks. Janet had the GLC entry re handbooks and asked due to the increasing amount of members who do not renew following membership of 12-18 months, the majority of which have not rallied even once, that she would seriously suggest for 2020 an approach of an emailed full PDF copy to new members, together with normal welcoming letter, telling them that they will receive an actual handbook on their first rally. This can be picked up by the attendance list and put in the database. Following on from that further suggestions were made and we should also take into account the known Post Office situation for which any loss of local branches would have a knock-on effect for despatch, regardless of any system used. After discussion, it was felt there was merit to the proposal as a road we may need to go down. Meanwhile we need to gauge members opinion – suggested a survey sheet to go out with handbooks for 2020 with set up email to reply (postal option as well) with a committee member monitoring. Ideas to be put together.

9.4. Attendance – Lists due from Easter at Trinity Park, Rede Hall, Weekend at Thorpeness, Clare Priory (Mark is currently on holiday). List done from database showing from last AGM to Tangham (exc Easter) 123 members had rallied at least once.

Janet had obtained the sheets from the Secretary Training held recently at National. Interesting reading – will be kept on file. Sheet on Centre complaints to be sent round committee for information.

10. Rally Secretary Report

10.1. 2020 Programme – Several more rallies in. Total now of 22 dates for 2020, with further 3 pending and 3 for 2021.

Can we please have a more defined number of rally marshals that should be listed following queries so that members can see reasons if more than 2 listed? **DECISION:** Committee agreed to clarity for members. It should be expected that a normal weekend rally will list 2 marshals. Those over a Bank Holiday, holiday or with distinct events planned (meals for example) may list 3 marshals. Anything over that is with committee agreement first. Members should realise that nowadays some sites do ask all those attending to pay including rally marshals.

Also recently advised that the first Bank Holiday in May will now be Friday 8th May 2020 throwing into confusion several rallies already booked in. Garry was able to confirm date change for the Kersey Rally. May Tangham rally still under discussion.

10.2 2020 Handbook – Noted to update with Club Privacy Notice, nothing more done as yet but rally entries will have a new layout, some specific to the rally information concerned. Any prices quoted to have own section with easy to understand layout. It was requested that in the 2020 handbook the days of starting and ending a rally are added, not just the dates.

10.3 Printers – Nothing to report.

10.4 Rally Advertising – After various comments recently can I please ask that rallies are not notified as full on either the website, newsletter or flagpole. It would appear to be putting people off, they see this and don't bother booking or ringing marshals. **DECISION:** This was agreed.

10.5 Booking of Rallies – After various comments I decided to ask for anonymous comments from marshals on the new booking system of emailing to acknowledge or return sae if provided. 18 emails sent 11 replied so far, various comments received and sent to committee – general consensus of replies seems to be against continuing this. Discussed way forward but if not all marshals are on board with this, and issues have arisen, suggest we revert to old system of only advising members if the rally has no spaces starting January 2020 but marshals will still be able to continue this if they wish to. **DECISION:** Agreed this has not worked as hoped for. From January 2020 marshals can continue this if they wish but we will revert back to members notification if they book a rally that is full.

10.6 Adverts – Any further suggestions welcome to what we have already.

10.7 Venues – Email from Manor Farm Lakes in Bedfordshire. 18 van site (with/without elec) on 100-acre site with fishing lakes. Bedfordshire Centre have used, can forward details.

Melody had been to visit the Fowlmere venue and put forward a proposal to committee for running the rally in 2020. All the information was looked through and discussed but before proceeding to book anything further questions were raised. Janet to reply to Melody requesting further information.

Peter stated that one of his co-marshals for the Valentine rally was no longer able to take part – anyone interested in helping to contact him. Peter also asked for anyone interested in helping as a 3rd marshal for his proposed Spalding holiday rally from 1 to 12 June. He can be contacted via email on: vicechairman@suffolkcentre.co.uk.

11. Publicity – Melody was unable to attend meeting. Report emailed: I would like to thank Peter for the photo he sent of our submission to the ‘Notice Board’ at the National. Typical that when you are told to keep it to A5 someone submits two A4 sheets – will learn from this. It did stand out so will wait to see if there is any response. Have been distributing more leaflets to CL sites around the Suffolk area. Have still not received any follow-up from Greg on the Caravan & Motorhome Clubs decision on ‘Dealer Days’ but am aware that the season is slipping away. Will check in again with HQ (C&MC) before next AGM and, dependent on advice, will talk to dealers with a view to putting on something in the Spring of 2020.

Peter felt it should be minuted that Melody was doing very well in this role.

12. Rally Equipment – New bag and ground stake for flag have been collected and passed to Ron. Ron had been contacted by marshals if the Centre held certain equipment. Answer was no, Ron to inform them. Ron asked that marshals book equipment well in advance of their rally wherever possible, booking late may mean equipment is unavailable. Items such as urns and shelters are not standard “passed round” equipment but on order only. Should we look at purchasing another gas urn – Chris to follow up.

13. Sports and National Liaison – Chris was disappointed with several aspects of the way the sports/comps were organised. Photographic competition well supported. Heard we were in top 10 centres for points awarded. Peter was pleased to say that he and partner got 2nd in Cribb.

14. Webmaster – Julian stated he had been receiving good feedback on the site. At present a “what’s new” page is under construction along with a rally report page – these should be found under the Information tab when completed. Alan wanted to know if the Rally Secretary could gain access to the page updating the programme – this can change daily – Julian said no for security and the new site takes minutes to update unlike hours for the previous one. Alan to carry on sending updated sheet as and when to Julian.

15. Newsletter – Peter will be starting this shortly. Committee asked to send any items in asap. Janet to forward distribution list over weekend 6/7 July ready to despatch the following week.

16. Junior Liaison – Not much to report. Some discussion over Junior SCCC clothing (adults discussed as well) Chris/Ron to follow up.

17. Regional Meeting - No recent meeting held. Anglia Region was well represented with Suffolk having the highest turnout. The region had a stand in the information marquee, manned by Peter and Garry, which generated interest in Centres. They also ran a bottle tombola and a book stall at the Rag Fest, raising funds for the Club Chairman’s Charity.

18. Any Other Business

Rally Chairman Cover (Peter Wilson) - The process for this is initial discussion between Chairman and Vice-Chairman rest is opened to committee. Garry said the only one not covered so far was the

Henham Steam rally in September, Peter offered to cover this rally. Peter asked that marshals be reminded to allocate a space to accommodate the Rally Chairman until they were advised of a name.

Ron discussed the centre long banners we have in relation to the pop-up ones seen at the National with other Centres. To follow up to determine the cost.

Julian reminded he needed a banner for the Nowton Park Rally as condition of booking it is displayed immediately on their arrival (previous issue with unwanted caravanners on site).

Anglia Region Website. Noted that the Suffolk entries contained full address and contact details for the marshals. Check what details were sent, request this information be taken down as a matter of urgency.

September meeting – already advised Alan and Janet not able to attend, Ron King also gave his apologies.

Date of next meeting – Wednesday 10th July at 7.30 p.m. Garry is unable to attend, change of date not practical – Peter to chair meeting in Garry's absence.

UPDATE: Due to a change in circumstances Garry will now be able to attend the July meeting.

Venue – Hintlesham Community Centre

This meeting closed at: 10.30 p.m.

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