

**THE CARAVAN AND MOTORHOME CLUB - SUFFOLK CENTRE  
MINUTES OF MEETING HELD AT HINTLESHAM  
WEDNESDAY 20<sup>TH</sup> NOVEMBER 2019**

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

**Present:**

Chairman	Garry Pyett
Vice Chairman & Webmaster	Julian Fincham-Jacques
Treasurer	Mark Terry
Secretary & Attendance	Janet Dobson
Rally Secretary & Advertising	Alan Dobson
Centre Equipment	Ron King
Competitions/Junior/National	Chris Stammers
Publicity	Melody Gosling
Committee	Peter Wilson
Newsletter	Post vacant?

**1. Apologies for Absence** - All were present.

**2. Corrections to Previous Minutes** - None noted.

**3. Signing of previous minutes:** Proposed by Mark Terry and seconded by Chris Stammers. The minutes for the meeting after the AGM were also agreed - proposer Melody Gosling and seconded by Ron King.

**4. Matters Arising**

**8. Treasurers Report**

Janet provided figures as requested re savings that could be made. There were 154 new members between 21 July and 5<sup>th</sup> October that received PDF copies of the handbook. Between 1<sup>st</sup> January and end of May we had 236 new members. List shows members to renew at 70 for September, 53 for October, 39 for November, 139 for December, rest of year 859 members. Also looked at Attendance List for 1<sup>st</sup> ralliers - from PDF copies only 2.

**5. Chairman's Report**

I am pleased to say that the AGM went well, thank you Janet, compiling the reports and your secretary role on the day, and also anyone else who helped on the day with refreshments and hall set-up & clearing, there appeared to be a good turnout.

I chaired the AGM rally, which was well attended especially having the EHU, which I believe helped with the attendance on the rally and subsequently the AGM.

I also chaired the Spooky Southwold rally which was a great venue, and a great rally, hampered by the weather at times, but it all turned out OK in the end, apart from a few hangovers from the brewery tour and pub crawl on the way back.

I marshalled with Ron & Denise, Tony & Karen and Chris & Lily, along with other Committee helpers, the regional rally with around 50 units from all the centres, which appears to have been the largest regional rally for a few years, reaching capacity.

We all had a wonderful time and raised a total of £512 for 'Children in need' with a race night on Friday evening run by Peter Wilson raising £180, and an acoustic guitarist on Saturday evening, a raffle run during the weekend and drawn on Sunday following the AGM raised the remainder.

We had a lot of very positive feedback from the region and centres, and everyone involved should be proud that we showed what the Suffolk Centre could achieve.

Along with several other Centre members I attended the funeral of Don Alcock, who had been on committee and subsequently our Chairman from 1991-1993.

**6. Vice Chairman's Report** - none given.

**7. Other Rally Reports** - Mark Terry had chaired the Oktoberfest rally. Reported it was a good rally and was well attended.

## **8. Treasurers Report**

**Funds** - end of October

Bank Account	3422.59
Rally Deposits Held	(920.00)
VAT QTD	(237.32)
Charity Fund	(1133.15)
True Balance	1132.12
Caravan Club	3,000.00
Cash with Treasurer	79.51
Total	4211.63

Unpresented Cheque 50th Anniversary rally refund £3.00

### **Fund Balances**

Junior Crew £483.90

Special Fund £814.59

**Charity Fund - Income:** - £357.80

**Rally Accounts banked:** - Oktoberfest Hallowtree £297.67, Tangham Autumn Leaves £48.00, AGM £44.58 and Spooky Southwold Rally £835.84

### **Handbook cover prize**

Julian Fincham-Jacques £10 donated to the Chairman's Charity.

Mark asked Chris to provide the actual AGM account sheet.

The "cash in hand" is going to be discontinued, Mark to bank any remaining balance. Julian donated his £10 cover prize to the Chairman's Charity. Amount raised to be sent £1133.15p to the Air Ambulance.

Question asked if we could run raffles to support Centre funds. Mark to enquire with Club. Had also emailed Club re a grant for equipment and was told a grant had been supplied at the time of name change / rebranding and pointed to fact we had surplus monies in our accounts.

## **9. Secretary Report**

**9.1. Membership** - as at 15<sup>th</sup> November is 1,170. September voids were 62, the following week after emails 11 renewed. With regard to despatching handbooks for 2020, Janet had emailed committee with some figures, new members, PDF sent and requested the following.

All those sent PDF this year and had not rallied to receive PDF again. All those that had received PDF to get printed handbook on their 1<sup>st</sup> rally. Members whose renewal falls October - December, books will be sent out either by discretion (known ralliers) or on renewal. Suggested to continue to get 1,500 books, but to look at price for 1,300. Possible email available through website limit 50 emails at one time would work for despatch. This will reduce postage expense. **OUTCOME:** Committee agreed with the proposal, alongside a suggestion of hand delivering books if at all possible. Janet to forward postcodes of areas to committee. Agreed to look at 1,300 copies - to email printer for costs. Agreement for Janet to request money towards postage nearer the time. Julian to look at being able to use specific email address for one off bulk PDF annual despatch. Suggested looking at site UK Mail to see if that would work.

### **9.2. Correspondence:**

Club updated Insurance and Exemption certificates are available. Janet will pass to Alan to email to all marshals for 2020. Chris asked about the Performing Licence, Janet to find and pass to committee and Alan for marshals.

October 2019 Club newsletter discussed, Janet to forward Peter a copy. Noted various articles, Janet stressed importance of specific "job role" email addresses to be used. Club will not respond to personal email addresses.

**9.3. Other - A.G.M.** Janet felt this went well but was disappointing with less attending the meeting than for 2018 - 86 signed in against 92 the previous year although numbers were up attending the actual rally. Following on from attending another Centre's AGM, requested a brief Secretary report be added to the AGM agenda for 2020 - it would enable information on members/Centre to be given to the members in writing. For those giving apologies not attending AGM request to send all information via email if address on record. **UPDATE:** Agreement for both Secretary report and emailing at any opportunity. The draft AGM minutes were accepted, to be filed and held for next AGM.

**9.4. Attendance** - Outstanding lists are: Easter at Trinity. Fellowship plaques cannot be listed until this is received. Chris to look into this asap.

## **10. Rally Secretary Report**

**10.1. 2020 Programme** - Total of 49 rallies/events listed in the book. Several invitation rallies from North Essex Centre. Some rallies moved dates after the AGM list was published. Have amended some areas - included request Cash Only on all rallies.

**10.2. Handbook** - Alan had sent round the PDF of the handbook. Requested to be signed off and go to print, 1,500 copies to order - after discussion under Secretary report, to request costs for 1,300 before proceeding.

**10.3. Printers** - Alan wish to record a vote of thanks to Flyerpress for the book once again, and in putting together the front cover layout.

**10.4. Adverts** - Although some regulars dropped out, with some new advertisers, there would appear to be a total of £2,130 plus VAT income expected. With proposed PDFs being sent out this will go a long way to offsetting postage/despatch costs. Alan to forward names / addresses / details to Mark Terry who will arrange invoices.

**10.5. Anglia Region Website** - on 8<sup>th</sup> November Alan confirmed he sent details of 5 Suffolk rallies for their website. To date not on there yet but they are: Valentine/Sutton/Tangham/Meare Thorpeness/Lawns Holiday Rally. This covers to June, will send further rallies as year goes on.

**11. Publicity** - Melody asked what to do about Dealer Days now that Greg Potter has moved on from the Anglia Region Committee. Agreed for Melody to approach dealers to see if we can organise something alongside any special days. More leaflets have been put out in various locations. Suggested we look at using the Centre pages of the Club magazine for publicity - Melody to follow up.

**12. Rally Equipment** - Ron reported an issue over missing items not reported when equipment was handed over. This involved quite a quantity of items, Ron to follow up with the marshals involved as this will be a significant cost to the Centre if we have to replace them. We need marshal signs to be made - Chris to follow up.

One of the event shelters has been damaged, discussion over purchase of parts or a new shelter. Question asked did we need to replace it - looked at stats for usage of the shelters and they had all been in use regularly during the season. Julian to follow up on possible 2<sup>nd</sup> hand purchase, if not to look at ordering the spare parts.

One gas urn was in need of pipe as current one out of date - Julian offered to donate. Hi-vis vests are now available for the equipment boxes, thanks to Birchwood Caravans for sponsoring these.

**13. Sports and National Liaison** - Chris commented that the cost of the National Event has gone up for 2020. Suffolk Centre will be organising the football and walking football competitions. Suffolk Centre is also providing all the block marshals for the Anglia Region area.

**14. Webmaster** - Julian said he was preparing the 2020 programme to go live on the website, this would be done when the books were ready to go out. There will be a new Advertisers tab on the site, Alan passed over a memory stick with all adverts on there.

**15. Newsletter** - this was agreed to discuss further at the December meeting. To go on agenda.

**16. Junior Liaison** - Chris said that the Juniors had offered to do the bacon rolls/tea/coffee again at the Natter and Chatter for Junior Funds. At the Junior Rally (£9.99 Rally) weather permitting they hoped to put on an outdoor cinema - source of electric available. He had been asked for Junior hoodies if possible. To look into costs, report at December meeting, suggested they are subsidised by the Junior Fund, but backed up by signed Junior Passports - perhaps minimum number of rallies to attend to qualify? Details to be discussed December meeting. Need to push the passports as not many had been seen on rallies over the last season.

**17. Regional Meeting** - Report from Peter Wilson - There will be a Regional Forum on 4<sup>th</sup> January at Copdock. There will be a lunch at 12.30 p.m. put on for all Centres committee members, partners may join at £12 charge. Forum to follow. To include a talk on media (websites and Facebook being discussed) plus other topics. Garry needs to know numbers attending. Club has created its own insurance company; cover may be cheaper than previous. They will be asking Centres to provide 5 rally details between March and October dates for a new brochure they are doing. Question Time event planned for 25<sup>th</sup> April at Duxford and rally at Swards End in June. Greg Potter has stood down as Chairman having joined the Clubs Event Committee. The Anglia Region committee is now: John Kent (Chairman), Paul Maran (Vice Chairman), Janice Kent (Secretary) and Brian Clark (Treasurer). Report from Garry Pyett - Due to Greg Potter being invited and agreeing to join the Events Committee, he has had to stand down from the Chairman's role, John Kent has been elected as Chairman and Paul Maran has been elected as Vice Chairman. The regional meeting and Forum at the Best Western Hotel, Copdock on Saturday 4<sup>th</sup> January 2020, committee members are invited to attend the forum in the afternoon, with a meal at 12.30 no charge to committee, however approximately £12 for spouse or partner. To also place a notice on website for centre members to attend Forum only starting at 2pm. Region would like 4 or 5 rallies for the Regional brochure suggest Easter -October? Question time 25<sup>th</sup> April, those attending will receive tickets for the Duxford for the remainder of the day.

## **18. Any Other Business**

**18.1.** Janet asked if Hintlesham was to be used in 2020 for meetings? Agreed. Possible dates given to committee. Janet to confirm with site. Dates would be: 12<sup>th</sup> February, 11<sup>th</sup> March, 8<sup>th</sup> April, 13<sup>th</sup> May, 10<sup>th</sup> June, 8<sup>th</sup> July, 9<sup>th</sup> September, 14<sup>th</sup> October, 11<sup>th</sup> November and 9<sup>th</sup> December. No meeting in either January or August.

**18.2.** Mark reported receiving an email which looked genuine but was spam. Advised all to be cautious as these are clever, use names we know, before answering.

**18.3.** Garry sadly reported that Eileen Button had recently passed away. Her and her late husband Dick Button were well known on the rally field over many years. Condolences to family, Garry will attend funeral.

**Date of next meeting** - Wednesday 11<sup>th</sup> December 2019. Melody gave her apologies for not attending this meeting.

**Venue** - Hintlesham Community Centre at 7.30 p.m.

This meeting closed at: 10.15 p.m.

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