

**THE CARAVAN AND MOTORHOME CLUB - SUFFOLK CENTRE
MINUTES OF MEETING HELD AT HINTLESHAM
WEDNESDAY 11th DECEMBER 2019**

The meeting was opened at 7.40 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
Committee	Peter Wilson
Newsletter	Post vacant?

1. **Apologies for Absence** - Melody Gosling (Publicity).
2. **Corrections to Previous Minutes** - None noted.
3. **Signing of previous minutes:** Proposer - Peter Wilson and Seconder - Mark Terry.
4. **Matters Arising** - At last meeting Mark was given some information re other Centres accounting and advised he would be using one idea to build a rally schedule to show various financial details.
5. **Chairman's Report** - Garry reported he had attended Eileen Button's funeral, along with several other Centre members. Nothing further to report.
6. **Vice Chairman's Report** - Nothing to report.
7. **Other Rally Reports** - Nothing to report.
8. **Treasurers Report**

Funds - end of November

Bank Account	7573.20
Rally Deposits Held	(5750.00)
VAT QTD	(400.10)
Charity Fund	(1133.15)
True Balance	289.95
Caravan Club	3,000.00
Cash with Treasurer	79.51
Total	3369.46

Unpresented Cheque 50th Anniversary rally refund £3.00

Fund Balances

Junior Crew £483.90

Special Fund £814.59

Charity Fund - Income: - £0

Rally Accounts: (CR Surplus / DR Deficit)

Regional AGM Rally £66.05 CR

Chris raised a suggestion of fundraising for Centre funds by a "100 Club". As only raised at meeting decided to look at this at next meeting, committee to look through document, Mark Terry to follow up pros and cons, legality with Club/Auditors and any financial implications. Also, how this would be put together and how it would work and who would be responsible for it.

Alan asked for the Treasurers information for the Rally Marshal packs.

9. Secretary Report

9.1. Membership - as at 6th December is 1137 with further 23 Nov still to renew. October members going void was 28, subsequently 5 renewed.

9.2. Correspondence:

Email from Leicestershire Centre advising they are holding a 1-night pre-National Rally at Croxton Kerrial on 21st May which is approx. 3 miles from Belvoir Castle. Clubhouse, water and waste facilities. £10.90 cost, numbers limited. Link available via Secretary.

9.3. Other

Handbooks - Labels received from Club for handbook despatch. List produced for October to December, PDFs and rest of membership. To help with reducing costs thanks were given to Garry, Julian, Melody, Mark, Ron and Peter for offering to hand deliver a large quantity of the books. At present appears to be 595 books to post, 277 hand delivery, 206 emailed (done), discretion over December renewals. Some to be held back until renewal. This step has to be taken due to number of members not having rallied and not renewing. Some books have been received enabling hand delivery to be given out and some posted. Delivery of rest unknown. 3 PDF handbooks received from other Centres so far. Suffolk book gone out to all Centres - picked up Herefordshire Centre gone into 3-month hibernation.

Centre Flags - Updated on Box. Details shown to committee.

9.4. Attendance - Details of Fellowship awards and Don Alcock trophy not yet available. Still outstanding Easter attendance, this was passed to Janet at meeting.

Various items on Natter and Chatter discussed. Golden Peg award - Garry will email round committee. Janet to provide final names for Fellowship Awards (12 rallies or more) to Garry. No Junior passports had been seen on rallies - was this still being awarded, to follow up.

10. Rally Secretary Report

10.1. 2020/21 Programme - 2020 now finalised, programme dates for 2021 now available.

10.2. Handbook - printer has provided PDF copies for both printing and reduced information for emailing. Some handbooks collected and passed to Secretary, rest to be collected - date unknown.

10.3. Printers - thanks given to Flyerpress for another job well done. Invoice to be passed to Mark.

10.4. Adverts - list of advertisers' details/charges passed to Mark to invoice along with books/envelopes.

10.5. AGM 2021 - date to hold will be weekend of 22 - 24 October 2021.

10.6. Region/Leaflet - After emails received, they are putting together a 5 Centre/Region leaflet. Raised concerns as we have a Suffolk leaflet, offer has been made not to put in any area we already use. Peter will raise this at the January meeting, possibly they can liaise with Melody. Have sent some information as requested to Regional Secretary.

10.7. Marshal Packs for 2020 - Alan said he was looking at providing all the information via email instead of the packs which are expensive to post out. Option will be given to marshals to ask for a printed pack.

11. Publicity - Melody was unable to attend December meeting, best wishes sent for speedy recovery following recent operation. Discussed about information to be sent to Club Magazine publicising some of our events - e.g. when charity donation is handed over.

12. Rally Equipment - Ron noted the following:

- Equipment list handed to Alan for marshal packs. Alan asked could he have in emailed form.
- Has approached marshals of rally where equipment was missing - possibly located, Ron still following this up.
- Hi-vis vests still ongoing - prototype used at Regional AGM. Julian offered to donate some blank ones, Chris to mark up.
- Gas pipe still needed, Julian to donate.
- List of where all equipment is held was updated during meeting.
- Banners - to be held over to February meeting. To discuss if needed and Mark Terry to provide expenditure forecast to see if viable to spend Centre funds.
- Event Shelter - did not purchase 2nd hand one, Mark Terry will follow up chance to purchase 2nd hand spares.
- Prices found for obtaining the board to make new signs - purchase agreed.

13. Sports and National Liaison - Chris said he was looking into putting together sports practice for the walking football. Otherwise all was ongoing.

14. Webmaster - Julian reported all rallies to August were now uploaded into the website, rest to go on shortly. Has started to do a Sponsor/Advertiser page which should be done by Christmas.

15. Newsletter - After discussion it was agreed that this would resume and Peter has offered to take this on again. However, it will be website based only, avoiding the mass email out that caused many problems. Julian can change the Rally Report tab on the website to Newsletter. To be issued bi-monthly - 1st Edition due in March 2020. Committee to provide "jottings" on anything of interest to members (by late February please) and Rally Chairpersons to continue providing the rally report.

16. Junior Liaison - Chris reported not much progress on hoodies for Junior members. Costs looking prohibitive. No further discussion until next meeting.

Chris had advertised on Facebook to put together a Junior meeting - agreed this could be possible at the Natter and Chatter meeting.

17. Regional Meeting - next meeting in January. Garry reminded committee he needed names and numbers of those attending the Forum part that day.

18. Any Other Business

- Alan raised the point, looking forward, of paying for rallies. With cash used less and less, how marshals pay site owners and take their own expenses, with cheques on rallies no longer accepted, was electronic payment any good, should we be at least looking at this. Was the route of online booking and pre-payment one idea? To be discussed further next year.

No other items raised.

Date of next meeting - Wednesday February 12th 2020

Venue - Hintlesham Community Centre at 7.30 p.m.

This meeting closed at: 9.45 p.m.

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