

# THE CARAVAN AND MOTORHOME CLUB - SUFFOLK CENTRE

## REPORT FOR JUNE 2020

### Finalised - 12th June 2020

Due to continuing exceptional circumstances, and with Club advice, all meetings face to face have been suspended. Information below is that received by the Centre Secretary to report to members for June 2020.

#### Participating were:

Chairman & Regional Rep.	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
Newsletter & Regional Rep.	Peter Wilson

1. **Apologies for Absence** - not applicable.

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

3. **Signing of May minutes:**

The May minutes were prepared by email correspondence as the meeting had been cancelled due to low numbers and current virus circumstances. After committee were consulted, they were taken as accepted by Garry Pyett and were published on website.

4. **Matters Arising** - Issue over proposed rally for 2021 still to resolve.

5. **Chairman's Report** - Garry reported: There is little to place in this month's report, unfortunately we are still hearing sad news of the passing away of past members of our centre, during this lockdown situation. The loss of rallies, although understandable, is not good for the Centre, but we must stay alert, control the virus, and in doing so, save lives.

6. **Vice Chairman's Report** - Nothing to report.

7. **Other Rally Reports** - Not applicable.

8. **Treasurers Report**

**Funds** – end of April

Bank Account	10327.08
Rally Deposits Held	(9740.00)
VAT QTD	50.00
Charity Fund	(124.00)
True Balance	587.08

Caravan Club	3,000.00
Cash with Treasurer	18.44
Total	3605.52

## Fund Balances

Junior Crew £513.40

Special Fund £814.59

**Charity Fund – Income:** - £20 from cancelled French rally.

**Rally Accounts Gain or loss:** - Not applicable.

Mark also reported that he has been working with HSBC to undertake a safeguard review on the Centres account. This was to protect us against financial crime and he has now received a letter from them today (8<sup>th</sup> June) stating that the safeguard review is now complete and the Centre can continue to use the account and banking service as normal.

## 9. Secretary Report

**9.1. Membership** - as at Friday 5<sup>th</sup> June is 1,098. April members not renewing were 45 and there are 73 members from May still to renew. Emails have been sent to members to remind them, very few members reply back which is disappointing. There are a lot of posts on various Facebook Groups, including official and unofficial Club ones, of members not renewing their membership due to the Clubs stance on not extending membership due to the shutdown. It is understood why some members may be taking this approach but it will cause a lot of work for all Centre Secretaries, and it will be interesting to see what happens over the coming months.

### 9.2. Correspondence as received:

**a. Email from Club 21 May 2020 re AGMs.** Beginning of communication from Club looking ahead for Centre AGMs. Looking at arrangements and the unknown and uncertainty of what situation we will be in for October re possible distancing / rallies associated with event. Guidance will continue over the coming weeks.

**b. Email from Club 21 May 2020 re Rallies.** First contact since March looking ahead at possible lifting of lockdown for Club and re-opening of sites, CLs and Centres. As no date given just starting to liaise with Centres as to what the coming weeks and months may mean. It appears though that the onus will be on Centres to take decisions as to whether a rally is appropriate based on knowledge of venue, history, landowner, spacing and viable without social aspects to meet Government protocols.

**c. Email from Valerie Theadom.** Thank you message received for details on website re late parents Len and Dorothy Theadom. Len and Dorothy were members for many years also Rally Marshals, and they passed away late April/early May within days of each other. Condolences sent to family and friends. Details given for any online messages to be sent to.

**d. Email from Member.** A message was received from a member which needed to be considered by committee. Copy of message and first response forwarded for discussion. **OUTCOME: Committee felt it was disappointing that no contact had been made with them to address any problems, but would take note of comments made.**

**e. Email from Club 8 June 2020 re Rallies.** Update on current Club position. Still awaiting Government notification of date - remains at 4<sup>th</sup> July with planned phasing of

opening of sites. Centre rallies will be able to commence from the date announced but the Club will be providing Centres with specific information of what rules/guidance they are expected to follow. Social distancing will probably still be in place - also social functions may not be permitted (group gatherings). Members advised - further update expected next week (15<sup>th</sup> June). Committee will need time to look at the information to decide if rallies will be viable also taking into account financial consideration.

### **9.3. Other -**

a. Janet reported that a new membership and attendance workbook has been put together. The Access database - 2010 version - was producing errors and system failure. Reports and member details will still be obtainable. This should suffice as with the GDPR requirements we have cut back to only information needed to operate. The Club does send a complete membership detail list every 5 weeks which can be stored.

b. Meetings booked at Hintlesham have been cancelled until the end of June. Decision needed over July meeting - we do not normally meet in August. **OUTCOME: It was felt appropriate at this time to cancel the July booking and continue as we are for a while longer. Janet to contact Hintlesham and explain.**

c. Current numbers re books for next year: 345 to post, 376 by PDF, 374 still to answer and 4 to check.

### **9.4. Attendance - Not applicable**

## **10. Rally Secretary Report**

**10.1. 2020 Programme** - Various issues but the following July rallies have been cancelled: Crowfield, Nowton Park, Debenham, Anglo Saxon Rally at West Stow and Angel Inn, Norwich. Rest of July rallies, marshals are querying with sites, some waiting on Club updates. Discussion held around committee over rallies for July/August and September whilst still waiting for clear guidance from the Club. If onus is going to be on the Centre, we may have to make some hard decisions, but the welfare of marshals and members must come first. I emailed Anglia Region committee for their comments but it appears they haven't any information. Will liaise with Janet (our Secretary) for information as it comes in. Understand some Centres cancelled July/August and September already.

**10.2. 2021 Programme** - Very few in the programme so far. Several invitation rallies accepted. Urgently need marshals to come forward to book rallies in for 2021, although it is fully appreciated members and landowners' circumstances at present.

**10.3. Handbook** - No further progress made

**10.4. Printers** - Nothing to report. Will contact at a later date.

**10.5. Adverts** - Emails have just gone out to all those advertising with us this year. Three replied booking in their adverts so far (Sharman Caravans, The Caravan Cleaner and Farnham Leisure).

**11. Publicity** - With the Centre and dealers only just starting to open up, nothing further to report.

**12. Rally Equipment** - Nothing further to report, all equipment ready for the future.

**13. Sports and National Liaison** - Nothing to report.

**14. Webmaster** - Julian reported that the website continues to be updated with news as we receive it.

**15. Newsletter** - Peter asked committee if it was felt another newsletter was wanted at this time - could be an opportunity to update members on the latest information from committee?  
**OUTCOME: Peter is preparing another issue in the coming week or two.**

**16. Junior Liaison** - Nothing to report.

**17. Regional Meeting** - None has been held - all suspended until further notice.

**18. Any Other Business** - Due to the amount of members not renewing, and the Club not notifying us of whether a member has renewed actual Club membership, only Centre membership, it was suggested by Ron King that once rallies resume all those attending must be asked to produce their Club membership card on arrival at the rally. The rally marshal is then to make a note of the expiry date on the card against the attendance list which will confirm sight of it, also correct membership numbers. Club guidance states that rally bookings can only be made by Club members and proof of membership must be provided accordingly. (Item 13 Attendance on Rallies, Page 61). **OUTCOME: It was agreed this may be required, certainly to the end of the year, depending on re-opening and the rallies that can continue.**

**Date of next meeting** - All face to face meetings cancelled, to be extended to cover the July meeting. Committee will continue with a monthly report at around normal meeting date of each month to keep members advised until normal meetings are resumed. Suggested meeting in August if not will be in September.

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