

THE CARAVAN AND MOTORHOME CLUB - SUFFOLK CENTRE

REPORT FOR OCTOBER 2020

Finalised - 12th October 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 October 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 were noted.

3. **Signing of September minutes:**

The September minutes were prepared by email correspondence as meetings remain cancelled due to the current virus circumstances. After committee were consulted, they were taken as accepted by Garry Pyett and were published on website.

4. **Matters Arising** - Nothing noted.

5. **Chairman's Report** - As we are still holding virtual meetings, and no rallies there is not a lot to report, however I would like to thank the team for placing their nominations to carry on for next year, and good news that we appear to have a replacement treasurer, the thought of the centre going into hibernation on 'my watch' did give me a few sleepless nights. Stay Safe and Well.

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

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

8. **Treasurers Report** -

Funds – end of August

Bank Account	8104.66
Rally Deposits Held	(7440.00)
VAT QTD	0.00
Charity Fund	(124.00)
True Balance	540.66

Caravan Club	3,000.00
Cash with Treasurer	18.44
Total	3559.10

Fund Balances

Junior Crew £513.40

Special Fund £814.59

The above are figures from the August minutes, the only difference for September was a further refund to a member, of £115, on the Thorpeness Rally deposits.

9. Secretary Report

9.1. Membership -

Janet reported that membership at Friday 2nd October was 1,352. Those going void from Centre membership for August were 49 and September members still to renew are 67.

9.2. Correspondence as received:

a. Email from Club 23rd September 2020: Email on update for 2020 rallies, along with new paperwork for AGM Guidance for Divisions, Regions and Centres V1.2, Covid Secure Guidance V1.7 and a new document for QR Codes under Track and Trace. Each rally must now register for this and provide a print out that members can use, if they wish to, to link to their phone and the NHS Track and Trace app.

b. Governance Newsletter. September 2020 edition sent to committees.

c. Box: Process put up for Centre Mergers or Hibernation should Centres not be able to provide a full committee. Full explanation of routes to take depending on circumstances.

d. Box: Document prepared by Club for members as to "What you should expect on a Covid Secure Rally". Downloaded and put on the Members Facebook Group and website.

9.3. Other -

a. AGM for 2020.

Nominations received so far: Garry Pyett - Chairman. Julian Fincham-Jacques - Vice Chairman. Peter Wilson - Committee. Melody Gosling - Committee. Janet Dobson - Secretary. Alan Dobson - Committee. Ron King - Committee. Chris Stammers - Committee.

Mark Terry has advised committee he will not be putting in a nomination for 2021. A nomination was received from Paul Wade for the role of Treasurer, but as his Centre membership fell within the 35-day period of Centre membership before the AGM, this will go forward as an expression of interest. The Club is aware. At the meeting of the new committee immediately after the AGM, this can be put forward and marked as co-opted on into the role. This will be the same for Mark Terry as he has indicated he will continue with the role to end year accounts.

The meeting is still scheduled to be at Hintlesham Village Hall on 18th October. All paperwork to be prepared and sent to those attending and AGM "pack" to be prepared for members. Paul Wade to be invited to meeting but is aware he will not be able to speak or vote at the AGM meeting. This is to be put up onto the website 7 days before the meeting, minus the accounts which should be requested from the Centre Secretary for data protection.

b. Book despatch for 2021. Janet reported that she had been looking into the book despatch. Posting books is not a problem but did we want to go to the delivery where we can as we did last year, lot less books involved, or not possible under Covid? For those having a PDF copy it has been difficult to find a way to send emails with such an attachment but Janet has found a free account in "Dropbox" where all we need do is to put the PDF in there and email all relevant members with the link. They do not have to join Dropbox and can just opt to download the document. Just as they would if emailed a PDF attachment. With the use of the Centre email address (via Julian and the website) and the use of Centre email accounts all members can be emailed quickly. Janet can back up with the odd emailed attachment should members get into difficulty. It seems possible that with the income from adverts and the proposed cost of the book, the postage will also be covered.

9.4. Attendance - Not applicable

10. Rally Secretary Report

10.1. 2020 Programme - No changes to last month.

10.2. 2021 Programme -. Programme list underway to be given at the AGM. Disappointing in rallies in the handbook, will delay printing for as long as we can to see if more come through. Some marshals indicated they are not running rallies next year; others have not replied/given any indication of their plans.

Received email from Ron Johnson on the Burns Supper rally in January. Due to Covid, hall restrictions decision has been taken to cancel this rally for January 2021, it is in the programme for 2022.

10.3. Handbook - Layout preparation underway.

10.4. Printers - No further contact at present. Waiting on final numbers to give them for updated quote.

10.5. Adverts - Advised by Club that the Club advert will be paid for to Centres on 2 levels. Higher level if programme by electronic means only, lower level if printing involved. Alan was annoyed at such a late stage that they did this, plus there will always be members who don't give email addresses so the Centre would incur postage costs in presumably writing to them to give them the programme.

11. Publicity - Melody had nothing further to report this month.

12. Rally Equipment -. Ron had nothing further to report this month.

13. Sports and National Liaison - Nothing to report to members this month.

14. Webmaster - Janet passed thanks to Julian in assisting with sending out emails when members had to be notified over the AGM. Julian was able to use the website/emails which is secure, to send some messages out.

15. Newsletter - Nothing to report to members this month.

16. Junior Liaison - Nothing to report to members this month.

17. Regional Meeting - Nothing to report to members this month. Regional meetings on hold at present.

18. Any Other Business - Nothing that hasn't been dealt with under sections above.

Date of next meeting - All face to face meetings cancelled. Committee will continue with a monthly report at around normal meeting date of each month to keep members advised until normal meetings are resumed.

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