

**53rd Annual General Meeting
of the Suffolk Centre
Caravan and Motorhome Club
Held at Hintlesham Village Hall on
Sunday 18th October 2020**

The Secretary Janet Dobson opened the meeting at 10.50 a.m. Due to the coronavirus pandemic and the restrictions on meetings indoors, all members had been advised by email and letter that the meeting for 2020 was to be held as a closed meeting. Centre members would be unable to attend. The Committee put in place what was felt would involve all members. Updates on website to include the normal AGM pack for all members to obtain 7 days before the meeting. Members representative organised to take questions/comments without prior knowledge of committee, as would be at AGM. Online voting poll to be arranged via Centres Members Only Facebook Group for front cover competition.

Those invited were:

Garry Pyett	Attended
Julian Fincham-Jacques	Attended
Janet Dobson	Attended
Mark Terry	Attended
Ron King	Attended
Alan Dobson	Attended
Peter Wilson	Attended
Melody Gosling	Attended
Chris Stammers	Apologies given, unable to attend
Paul Wade.	Attended
Janice and David Kent.	Attended
Janice Kent was representing the Anglia Region Committee	
Joy and Mick Threadgold.	Attended
Acting as Tellers for the meeting	
Graham and Wendy Noye.	Graham attended, Wendy gave apologies
Graham acting as members representative for any questions or comments.	
Connie Pyett	Attended

All proceedings have been duly registered with the Club, minimum attendance to be 5 registered Centre members. All those present were asked to remain seated during the meeting, wearing of face coverings was optional after discussion with Hall representative. Risk and Covid Assessments on both sides had been done and were available.

Remembrance

Garry asked those at the meeting to hold a minute's silence in remembrance of those members who had passed away during the year. He welcomed Janice Kent and Graham Noye to the meeting, both having been Past Chairlady and Past Chairman of the Centre. He also welcomed Joy and Mick Threadgold (Joy is Chairlady of North Essex Centre) who were acting as "tellers" for the occasion.

Apologies for Absence

Due to the change in the way the meeting is being held, apologies were not necessary. All paperwork had been put on the Centre website, and the minutes of this meeting as "Proposed Minutes AGM 2020" will be checked, verified, and put onto the website in a timely manner for all members to see and will be due to be signed off at the 2021 AGM.

Minutes of the 2019 AGM

These were presented to the meeting and agreed a true and correct record.

They had been published on the website one week before the meeting for members to see and no objections had been registered so they were duly marked and signed as accepted by Garry Pyett.

Matters Arising from 2019 AGM Minutes

Minutes were published on the website one week before the meeting. No matters arising were registered.

Chairman's Report

Whilst this year's AGM is having to be conducted in a totally different environment due to the many Covid 19 restrictions place upon us, I am pleased to be able to present this report covering my third year as your Chairman, whilst I have not been able to fulfil my role as I would have wished on the rally field and events, with the help of the committee, contact with several members and great support from my fellow officers, I have never the less enjoyed my year as your Chairman.

This Covid pandemic has severely impacted us all since the lockdown in March with the reality of having to cancel most of the rallies, due to the restrictions placed on us by the government and the Caravan & Motorhome Club, however rest assured myself and the committee, and particularly our secretary Janet have all been working tirelessly in the background to keep you informed when we get the information from HQ, bearing in mind that the centre members safety and wellbeing is of paramount importance in these unprecedented times.

Due to overseas travel restrictions, there has been an upward trend in caravan & motorhome purchases and we have had an increase in centre membership, unfortunately we have not been able to showcase our rallies and the real benefits of belonging to the centre, and we really hope that we can retain these new members when we are able to recommence our centre activities.

Unfortunately, the National was cancelled this year, and we were unable to meet up with our county neighbours & friends in the region at this event, and no venue has been declared yet for 2021.

My sincere thanks to the all marshals who freely give up their time to organise and in normal times are able to run the rallies which are the life blood of the centre, giving us a chance to meet up with old friends and make new ones in our chosen leisure activity, this is only made possible by the landlords and charities who allow us to pitch up on their land, having to cancel these rallies after all the work in planning them is very disheartening, please bear with us and support them next year.

Whilst we don't have many active juniors, I would like to thank those responsible for helping with refreshments at our natter and chatter in February.

It was the turn of the Suffolk centre to host the Anglia Region AGM & rally in Nov 2018 at Hallowtrees and it went off very well, the rally was full and during the evening's events, we raised a lot of money for Children in Need, and also some over the weekend for our Chairman's charity.

We have been unable to raise our normal amount for the Chairman's charity this year due to cancelled rallies etc, and would urge you to support the East Anglian Air Ambulance if you are able. The new website & face book page has proved to be popular, and along with the newsletter, which incidentally is now only published on the website, we do our best to keep you informed of centre news, Covid information and activities.

Lastly but my no means least my special thanks to Connie for her support, we have both enjoyed meeting many new and old friends on the rally field and regional centre dinner rallies, and very much look forward to seeing you and some of our new members on the rally field, Covid permitting.

Garry Pyett

Chairman

Suffolk Centre of the Caravan & Motorhome Club

2nd October, 2020

With no questions or objections being registered the report was adopted.

Secretary's Report - new for 2020

This report was added for inclusion in the 2020 AGM, as other Centres do, to give the membership some idea of the administration and membership of the Centre. It was impossible to believe how 2020 was about to turn out and some admin tasks have increased and others next to nothing.

The Attendance record stopped at March after a few rallies at the start of the year. Membership numbers and renewals slowed as we entered March and April with a lot of members showing disquiet at the Club's stance of not extending membership after renewal as other Clubs and organisations have done. Some of our members decided it was time to call it a day and we saw regular faces off to pastures new. We all had our own life issues to cope with, with the ever-present Coronavirus. Some of our members would have carried on working and some the other end with shielding.

We then got to end May beginning of June as signs of life in caravanning in general increased with the foreign travel almost decimated overnight. With record new numbers joining the Club, there was also a massive increase over the weeks - averaging 31 new members every week in the period to mid-September. We saw the New Year in with 1160 members and with gains and losses along the way now stand at 1330 members (12th September). (The figure of 1160 was incorrectly recorded in notes to members as new members, this should be all registered members and report has now been amended).

We had quiet spells from the Club, shutdowns and loss of exemption certificates, to manic distribution every time there was an update. Difficult decisions had to be made along the way.

A new database had to be worked out as the old one had too many hiccups and hissy fits along the way deciding it wanted a mind of its own and now the Club sends reports differently this appears to match up and work. No-one knows what the future holds, we can only hope for improvement and look forward to rallying once again, and no doubt welcoming lots of new members.

One thing to point out, as we do every which way we can, is to say that Centre membership is only valid for one year and is to be renewed by members each year. Without this you will come off the membership list which will mean - no further correspondence and no handbook for next year.

Janet Dobson
Secretary
2nd October 2020

During the meeting Janet further added:

With looking into sending out the handbook by email and the attachment this could prove difficult so another approach was looked at. A free account with Dropbox has been opened and trialed with the 2020 brochure. Members do not have to join Dropbox - we just email link which they click open and can download the handbook. They can also keep the email on phone/tablet and have access at any time. PDF copies will be emailed out to anyone having difficulty.

With no questions or objections being registered the report was adopted.

Treasurers Report

I would like to thank the year 2019 Rally Marshals, who returned their accounts in good time. This helps me keep the centre accounts current.

2019 Accounts:

Our Centre fund balance at the end of 2019 was £2411 plus Junior crew, Special and Charity funds listed below. A reduction of £3356 on 2018 mainly due to the new website costs.

2019 income decreased £150 on 2018. The main reason is a decreased surplus on rallies.

2019 expenditure decreased by £221 on 2018.

The Centre's most significant annual expenditure is still the production of the Rally books. We attempt to cover the majority of the costs of printing and postage with advertising income.

In 2019 the advertising income for rally books was £1887.50 increase of £202.50 on 2018.

In 2019 the production of rally books cost £1947.12 a decrease of £242.88 on 2018.

In 2019 posting was £1943.38 increased of £241.50 on 2018

Giving an overall increase of £1.38 on both printing and postage from 2018.

With the production and advertising of rally books there is an overall saving of £203.88 on 2018.

The Junior Crew fund stands at £484, up £24 from 2018.

The Special fund stands at £815, no change from 2018.

Our Charity fund raising continues with a total of £1123.15 for our Chairman's Charity.

In summary the centre remains in a healthy position but on a downward trend with less rallies and less members rallying. Unfortunately, 2020 is set to be a record low for rallies due to Covid-19.

Finally, I propose the Administration Fee should remain the same at £2 per unit.

Mark Terry

Suffolk Centre Treasurer

14th September 2020

Mark further commented during the meeting that the figures looked high but he had written off Centre equipment that was for sale in the paperwork. With regard to Centre equipment the only items of any possible re-sale value would be the shelters. Janet pointed out that in the event of the Centre failing and going into hibernation the Club have indicated that all Centre equipment should either be donated elsewhere or sold off and all funds received would go into the Centres funds which would be handed to the Club to safeguard until such time as the Centre was formed again. Ron had already put together a list of Centre equipment and where it is located - the outstanding details are from the Suffolk Centre equipment held by the marshals for the Thorpeness rally. We need to get this information recorded seeing how close the Centre came this year.

Janet gave the following information looking forward to 2021: Looking into book dispatch I can confirm that we had 1,360 members on 14th Oct of whom: 253 Post, 967 Electronic, still to reply 133 (some are renewals to year end) and 7 n/a. Understand advert income £1525 net so if posted at say £1.50 and maximum ordered of 450 at £727 there should be a credit next year of around £418. Lesser number of books at 400 = £658.

Graham Noye indicated that the one question raised with him as members representative was appropriate under Finance.

Question raised by member John Meyrick 07484495. Membership confirmed.

Email received: Graham. Thank you for doing the hard job of liaising on behalf of all the members. Looking at the opening paragraph in the treasurers report last year and this year, we have had to large drops in balance at the end of both years. Both paragraphs contain similar phrases to indicate that the main reason for the reduction was the cost of the new website.

I have not seen the detailed account for this year and cannot find last years but I would have thought spending over £3000 over two years for a website is a bit excessive.

Could you ask for clarification on this and also is there likely to be any ongoing costs for the website please?

Answer: The question was initially answered by Mark Terry as Treasurer with further comments from Julian Fincham-Jacques as Webmaster, and other committee members.

The previous website that had served the Centre for many, many years had become unmanageable in use, often crashed or froze, further additions were not able to be made (thinking ahead of members area and online booking as an example) and many hours could be spent updating only to lose the whole lot and start again. It was that old that amendments, additions could not be made.

The committee at the time of agreement looked into the options available and after some time, agreed to purchase the basic website, plus a few additions in pages. This website was supplied by a company used to producing such sites and has far more security and adaptability than previous, and in fact had proved a godsend this year in being able to update members and Julian confirmed that the old website would not have been up to coping.

The committee at that time initially agreed to the start up costs with the sections only relevant at the time being added on. Further additions have been made, only as and when agreed necessary.

No further additions are planned to the website, the next in line would be a members area and online booking (something the Club is advocating to Centres but with no financial support), but due to the Centre and rally circumstances for 2020 and 2021 these are not currently planned.

Upkeep costs are a fee of £19 a year to Hosting UK for the supply and upkeep of the Centre official emails. It is a Club requirement to have these.

Ongoing costs for the website itself is an annual fee of £276 to the Company, where they maintain the site, service as and when necessary, and offer any and all assistance we ask for.

It was agreed that the response would be sent by email to Mr Meyrick by Centre Secretary as well as recorded in these minutes.

With no further questions or objections being registered the report was adopted.

Rally Secretary's Report and Programme for 2021

It is impossible to think at the start of the year we would find ourselves in this position over rallies, but a combination of the removal of the exemption certificate and the issue of protocols and risk assessments with sites closing down or cancelling bookings, plus hard and difficult decisions having to be made by the Committee, this has seen virtually all the 2020 programme decimated. A thank you is needed to the marshals for this year in hanging on, some to the last minute, to see if their programmes could be run. Looking forward to 2021 now also brings its own concerns. It appears the Risk Assessments and Covid19 assessments will be with us going into 2021 but they are not as awkward to complete as they look. We have some invitation rallies in the programme, along with some regular rallies, but also have marshals standing down from marshalling for next year for varying reasons. With the increase I understand in membership, we can only hope we can offer a programme of interest and welcome some new members.

Alan Dobson, Rally Secretary

15th September 2020

Alan went through some of the updates but indicated due to the still unknown situation of some of the venues it was probable the book would be delayed in publication.

There is a question mark over the Valentine Rally and Natter and Chatter continuing and a decision will be made before going to print. The rally will be in the handbook for 2022.

The Burns Rally in January had already been cancelled but is in the programme for 2022.

Garry's rally for the Early May Bank Holiday is still waiting on confirmation of a venue.

We have received an invitation from South Essex Centre for the late May Bank Holiday for a venue in Welbourn, Lincolnshire.

We have a possible holiday rally at Tibenham Airfield, Norfolk from 18-27 June but dates are still to be confirmed as also possible rally at Bromeswell over that first weekend.

Cliff Top Holiday Rally - dates have been supplied but a main marshal is still being organised as Ellie Fitch will not be placed in the book for this role at time of printing. Question over the use of

the email address supplied in the 2020 handbook - this should not be used at this time until we are updated.

Possible rally in September for Henham Steam - still to be discussed and confirmed.

Chris has confirmed AGM Rally and AGM meeting now booked at Trinity Park, Ipswich over weekend of 15th to 17th October 2021. AGM meeting 17th October 2021.

Quite a few programme entry forms are still outstanding.

Alan said he would keep members updated via website and Facebook Groups.

With no questions or objections being registered the report was adopted.

Election of Officers and Committee

There having been no objections to nominations posted it is accepted that the following will be elected for 2021 Suffolk Centre Committee.

Chairman: There being no other nominations Garry Pyett was elected to serve as Chairman for the coming year.

Secretary: There being no other nominations Janet Dobson was elected to serve as Secretary.

Treasurer: A nomination was received from Paul Wade, but he had joined the Centre within the 35-day period before this AGM meeting. Paul is a qualified accountant and has held this and other roles within another Centre of the Club in the past. This will go forward after the meeting as an "expression of interest" in the circumstances with the new committee. Mark Terry as present Treasurer has also expressed his agreement to continue the accounts to year end. This will also go before the new committee at a planned meeting directly after the AGM to co-opt him on as a committee member to be able to undertake this.

Vice Chairman: There being no other nominations Julian Fincham-Jacques was elected to serve as Vice-Chairman.

Committee Elected to Serve for 2021:

Peter Wilson

Melody Gosling

Alan Dobson

Ron King

Chris Stammers

Appointment of auditors

Griffin Chapman & Co of Colchester has been Centre Auditors for many years and it was agreed we would continue with them.

Proposed 2021 Programme

The draft 2021 programme was presented by Alan Dobson. Due to the difficulty with finalising some of the venues, with possible further venues to still be added, Alan was unable to present a full programme at the meeting and updated details had been discussed when he gave his report earlier in the meeting.

Rally Book Cover

Due to the restrictions on the AGM a poll will be created on the official Suffolk Centre Facebook Group and all entries will be put up on this, or on the website, as soon as possible and members will be given a week in which to vote for their choice. This will also enable members to join the Facebook Group if they wish to. 11 entries had been received to date.

Presentation of Plaques

Due to Covid restrictions, Garry was unable to have the usual yearly thank you plaques for the committee and it has been arranged for these to be done and posted to each committee member. He thanked all the committee for their hard work over the past year, and thanked Janet for keeping the administration ongoing and updating everyone as and when the information came through, and for organising the meeting this year. He hoped for a better year in 2021 and looked forward to working with the new committee.

Graham Noye on behalf of the Centre thanked Garry and Connie for their work and wished them well for next year.

Any Other Business

The only question sent in related to Finance and so was dealt with under the Treasurer Section.

- Thanks were given to Joy and Mick Threadgold from North Essex Centre for attending as Tellers and to monitor the meeting.
- Thanks were given to Janice and David Kent from the Anglia Region Committee for attending.
- Thanks was given to Graham Noye for agreeing to act as a representative for the members, in bringing any questions or comments that the members may have asked, in a way to act with transparency to the membership. In this way the committee, as at a normal AGM, had no prior knowledge of what would be brought up.

Janice Kent said the Anglia Region committee were disappointed for all Centres for what has happened over the past months. She thanked Janet for the information that had been passed on and for the meeting. She wished Centres and members a better 2021, to stay safe and healthy and looked forward to the day we could get back to rallying.

Joy Threadgold thanked the Suffolk Centre and the Region in what has been a difficult year. She felt the hardest part would be getting out again and welcomed all members to the Anglia Region Get-together which is in the programme that they will be organising next June.

There being no other business for this meeting it was declared that the 54th Annual General Meeting of the Suffolk Centre, CAMC, will take place at Trinity Park, Ipswich on Sunday 17th October 2021.

This AGM meeting was declared closed at 11.35 a.m.