

**THE CARAVAN AND MOTORHOME CLUB - SUFFOLK CENTRE  
COMMITTEE MINUTES  
MEETING HELD AT HINTLESHAM 8<sup>TH</sup> DECEMBER 2021**

**Attending were:**

Chairman & Regional Rep (1).	Ron King
Secretary & Attendance	Janet Dobson
Treasurer	Paul Wade
Rally Secretary & Advertising	Alan Dobson
Competitions	Alison Stammers
Regional Representative (2)	Chris Stammers

Meeting opened by Ron King - Chairman - at 7.40 p.m.

**1. Apologies for Absence** - Melody Gosling (Publicity), Julian Fincham-Jacques (Web and Vice-Chairman), Graham Gosling (Newsletter), Karl Moles (Sports)

Due to an accident on the A12 and traffic being gridlocked, Sarah Aldis (Junior Liaison) and Tina King (Centre Equipment) were unable to get through and went home.

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

**3. Signing of November minutes:** These were agreed and signed by Ron King, Chairman.

**4. Matters Arising -**

- a. Year pointers - Nothing sourced as yet. Janet to follow up to order some for 2021 and 2022.
- b. Junior Badge machine - still unable to locate this.
- c. Headed letter paper - Janet has sent round committee.
- d. Travel expenses - discussed with information from Paul Wade on allowances in other areas and it was agreed that travel expenses would be paid to those wishing to claim for attending meetings at a rate of 30p a mile. Proposed by Janet Dobson and seconded by Paul Wade, AGREED.
- e. Team get-together - some discussion over this but with several members not at the meeting to follow up by email to see what the response would be and what date. Saturday 15<sup>th</sup> January was the date to aim for.
- f. Meetings for 2022 - Janet confirmed dates booked for meeting room for 2022 as 2<sup>nd</sup> Wednesday of the month for:  
9th February, 9th March, 13th April, 11th May, 8th June, 13th July, 14th September, 9th November and 14th December  
For October meeting due to AGM this is the 1<sup>st</sup> Wed of the month - 5<sup>th</sup> October. There is no scheduled meeting in January and August.  
Janet to contact Richard (hall bookings) to find out how much we may still be in credit (pay in advance) and costs for next year.

**5. Chairman's Report** - Ron reported he had chaired the Anglia Region Children in Need rally at Hallowtree in November which attracted around 33 units of which 50% were Suffolk members. Rally was run with restricted numbers to avoid overcrowding in hall and concerns over Covid19. Good weekend, food and entertainment, and a raffle. The normal bring a prize and buy tickets to win it back. Anglia Region Treasurer gave final total raised at £760.22p for Children in Need. Ron wanted to thank all those that attended. He also wished fellow

committee and all members a Merry Christmas and a Happy New Year and looked forward to seeing members on rallies through 2022.

**6. Vice Chairman's Report** - No report.

**7. Other Rally Reports** - None.

**8. Treasurers Report** -

Karl Moles reported that he had made a payment as promised into the Centre funds recently for the agreed donation on sales he had made via the Centre in 2021. Paul Wade expressed his thanks and hoped that Karl would like to continue this for 2022.

Paul discussed the small amount of equipment for sale that the Centre still held and suggested that it be adjusted in the end year accounts which was agreed.

Someone to assist Paul with the non-Attendance fee requests was discussed and Alison Stammers agreed to take this on, working alongside Paul. Committee thanks to Alison.

Paul brought up about the Past Chairman metal badges and Past Chairman window plaques. It is understood the window plaque is being sourced but a blank had been drawn on obtaining further supplies of the metal badges. Prices given are extremely expensive, that is if you get a response from the company, which may be down to various circumstances.

It was also discussed about looking for someone to shadow Paul as Treasurer over the coming months, looking forward to the AGM in 2022, so we don't find ourselves in a difficult position once again. There has been some interest so this to be held over to the next Agenda.

**Funds at 30<sup>th</sup> November 2021:**

Bank Account	7,691.00
Deposited with CAMC	3,000.00
Inventory for Sale	311.75
Prepayments	69.00
VAT Owed	-48.28
Rally Deposits held	3,870.00
Charity Fund	0.00
Cash with Treasurer	20.54
Creditors	-176.60
<b>TOTAL</b>	<b>6,997.41</b>

**FUND BALANCES**

Junior Crew	513.40
Special Fund	814.59

**9. Secretary Report**

**9.1. Membership** - Janet reported that membership as at Friday 3<sup>rd</sup> December was 1,469 and members from October renewal that went void totalled 40 and members still to renew for November is 24. December to renew is 109.

**9.2. Correspondence as received:**

a. **Email from Club 1<sup>st</sup> December** - ClubFest 2022 has now sold out so there will not be an advertisement for inclusion in any handbooks.

**b. Email from Club 1<sup>st</sup> December** - Advising that East Hampshire Centre and South West Scotland Centre have both officially gone into hibernation. Details given of who to approach if rallies in those areas. Anything for North Wales area can be overseen by South Wales Centre.

### 9.3. Other -

- a. Handbooks.** Starting to prepare for sending out. Club has sent out labels and Janet has matched outstanding plaques to books where possible, to post out rest. Janet has received £350 towards anticipated postage. This will depend on December renewals for any extra request. Looking at the list there are approximately 225 books to post out - agreed with Alan to order 325 to allow for advertiser's copies, committee copies, extra for rally field and possible new members with no email address.
- b. Alias Email addresses** - Couple more still to come in.

**9.4. Attendance** - A few lists still outstanding from a couple of invitation rallies.

## 10. Rally Secretary Report

**10.1. 2022 Handbooks.** Draft PDF has been sent round committee; approval given to go for printing. Alan has recently been advised that the Burns Rally 2022 has been cancelled, printers were able to overwrite the entry details at this late stage. Have ordered 325 copies.

**10.2. Printers.** Alan wanted Flyerpress Printers to be given thanks for their help in the last couple of weeks, Printing is underway, no idea of collection date as yet.

**10.3. Rally Marshal Packs.** The 3 first rallies of the year have been sent the Risk Assessment Form. Alan waiting now for the Treasurers information/account forms. Equipment list done and received.

**10.4. Programme for 2023.** Draft copy of dates has been put together.

Alan wanted to minute his thanks to Kim Berry for once again acting as a proof reader for the book.

Debenham Rally. Following last months decision on the rally entry for 2022, further correspondence had been received and the Club had been involved by the member concerned, and subsequently by the committee for further advice. Following the further information being read out it was agreed that there was no change to our previous decision which stands. The matter is now deemed closed.

**11. Publicity** - There was no report from Melody but Ron brought up that he had reason to visit Farnham Leisure and found there was none of our leaflets on display. Is it time this leaflet was updated and re-printed for 2022?

**12. Rally Equipment** - Tina was unable to get to the meeting but Ron said the equipment rota list had been done and sent to Alan for the Rally Marshal packs and that a memory stick had been purchased to put all the Centre equipment information on.

Due to not being a full committee, discussion was held over on the storage shed.

**13. Competitions** - Alison reported that she will look at getting things underway in the New Year.

**14. Junior Liaison** - Sarah was unable to get to the meeting but we need to locate the Junior Craft Box, believed lent to the marshals of the Thorpeness rally, to get back in to go to Sarah. This can then be looked at for stock for the future rallies.

**15. Webmaster** - Julian reported that he is updating the website in the background, rally information will be loaded to go live when the books are received and being dispatched. The remaining committee photos should be uploaded shortly.

**16. Newsletter** - Graham hopes to have the next edition ready in December - content please from committee where possible and any rally reports since last edition. Has plans to include some other content.

**17. Sports** - Karl was unable to attend the meeting but it was discussed about the various sports equipment and getting it all together and an inventory produced. Chris to liaise with Karl. It was agreed important to get everything held by the Centre put onto a master inventory should the Centre find itself in a position of looking into hibernation and the Centre closing down.

**18. Regional Meeting - Email from John Kent, Anglia Region 30<sup>th</sup> November** - Message received about a planned forum on Saturday 8<sup>th</sup> January 2022 at the Best Weston Ipswich hotel in Copdock. First Regional meeting of the year followed by a free lunch at 12.30 open to all Centre committee. Partners welcome but lunch will be charged at £13 for them. Open forum in the afternoon at 2 p.m. Names of those wanting to attend needed. Committee to be emailed.

Chris said he would be putting up on Facebook a post asking members for any questions for the meeting.

#### **19. Any Other Business -**

Ron advised that the Centre Macro card was out of date. A further application was made and accepted. This only allowed 4 people however. One card is still available if anyone is interested.

The tea urns needed attention so they had all been descaled, receipt handed to Paul for reimbursement.

Janet asked Paul about the Centres Drop and Go account for postage. Janet to obtain statement showing latest figures for Centre accounts.

Suffolk Centre committee take this opportunity to thank all members for their support over the last year, wish everyone a peaceful and healthy Xmas and New Year, and look forward to the programme for 2022.

Something brought up by Mark Terry over the diagram that the Club uses for site layout needs to be put on the agenda again. Club has asked Centre for their comments as the diagram proved unworkable in practice. Need to discuss with the marshals involved and pass on suggestions and opinions.

#### **Date of next meeting -**

Next meeting booked for 9<sup>th</sup> February, weather and Covid19 permitting, at Hintlesham starting at 7.30 p.m. Meeting closed at 21.32 p.m.

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