

**THE CARAVAN AND MOTORHOME CLUB - SUFFOLK CENTRE
MINUTES OF COMMITTEE MEETING
WEDNESDAY 4TH OCTOBER 2023
HINTLESHAM COMMUNITY CENTRE**

Meeting opened at 7.40 p.m.

Those attending were:

Chairman	Ron King
Secretary	Janet Dobson
Rally Secretary	Alan Dobson
Treasurer	Will James
Newsletter	Graham Gosling

1. Apologies for Absence - Julian Fincham-Jacques, Alison Stammers. Others not attending Chris Stammers and Tina King.

2. Corrections to Previous Report - None noted. This had been sent round all committee for any input.

3. Signing of Previous Minutes - The minutes for August were agreed and signed by Ron King, Chairman.

4. Matters Arising on minutes from last Meeting:

Incident at Lessingham Rally. A report has been filed with the Club and their response received. It raised a question on the information in the handbook re dogs on rallies, Janet to contact the Club for further information. It is understood a police report may/has been filed. Outcome of Club reply could mean changes to information given, that marshals will be given a specific note to put in rally programmes for the following year.

Rally Plaques. This was held over from last report and discussed at meeting. It was agreed that we will investigate alternative supply. To also put on next agenda that the committee minutes - as done in past years - a decision as to which rally is supplied small or large plaque.

5. Chairman's Report - On the 15th of October 2023 Suffolk Centre will be holding its 56th AGM at Trinity Park starting at 11am.

In conjunction with the AGM the Centre will be putting a rally on over the weekend at the same venue.

In September myself, Denise with Tony and Karen Reed ran the Henham Steam Rally on behalf of the Centre. Paul Fitch with Diane Preston chaired the rally with 31 units attending. We welcomed a family doing their first rally as Suffolk Centre members, Christopher and Jean Nial, who I met at Club Fest. We also had a couple who live in Germany but are members of the Nottingham Centre. Fabian and Katrina Hoffman made this their first ever rally in the UK with Suffolk Centre, even before doing their first rally with their parent centre.

From the 1st of October Denise and myself will be attending the North Essex Caravan Club Invitation Holiday rally at Beach View Caravan Park, Sizewell along with four other members from Suffolk Centre.

Chris Stammers and I attended the Regional Committee meeting, on the 20th of September 2023, via Zoom. A separate report will go in this month's minutes.

I would like to thank the Marshals and people who attended the Cliff Top Holiday Rally who raised a total of £205.73p for East Anglian Air Ambulance.

This is my last Chairmans report prior to the AGM. Must admit the second year has been a lot easier than my first year.

It would not be right for me to sign off this particular report, without giving my grateful thanks to the hard work from committee members, who have worked tirelessly in helping to keep the centre moving forward this last year.

6. Vice Chairman's Report - Post vacant.

7. Other Rally Reports - None.

8. Treasurers Report - HSBC

As you will recall, updating* HSBC mandate etc was a saga. (* mandate = who signs, mailing address and Internet Banking). **Good news**, after a 5th visit to Sax Branch in September, I now have Internet Banking (as Primary User). I also have a replacement cheque book.

As a consequence of the weak HSBC processes, until recently I haven't had the details or transactions to enable me to update the spreadsheet and produce accounts for meetings. I have been monitoring receipts from rallies/for the charity account using screenshots from Paul as best as I can (I haven't received paper statements apart from earlier months passed from Mark Terry to Ron).

I've started to catch up ready for the AGM. Also, to update CAMC HO re VAT.

Janet asked Will to put together a Treasurers report for the AGM paperwork. Janet to email copy of last years to help in this.

Thorpeness

See email from Janet following the 'non meeting' in September concerning storage of Thorpeness specific items - not sure if there was an update from Julie Breed? Janet advised that location of this equipment has been given and stored by a non-Centre member. It was still unclear what was deemed "Centre" equipment (bought by funds from the rally) and what was "Private" equipment (bought or donated by members).

Rex Rayner Refund

You may recall, back in November, Paul tried to get HSBC to find £50 sent as a refund to the wrong Barclays account (his daughter provided the wrong details). Unfortunately, Paul couldn't provide the required answers to security questions and telephone banking was locked as a result - he was going to ask HSBC to trace the money (probably in a Barclays suspense account).

In July, we agreed to pay back the £50 as passage of time makes recovery of the original £50 less likely. 21/07/23 I emailed the daughter for confirmation of their correct account details; they chased me again 25/09/23. I replied reminding them I wanted confirmation of Account Holder/Sort Code/Account Number.

If we have an up-to-date address, I propose that we send a cheque in order to close the matter with the Rayners. If I have time, I'll then ask HSBC to trace the £50 via Barclays.

Janet advised we did not have a current address. Will to follow up to get the money back to them, a cheque was signed so two options to refund.

Other

From Ron's notes of the September Regional Meeting "Norfolk Centre mentioned they now collect money for rallies by 'Sum up' payment and it seems to work quite well." Might be worth investigating (finding out exactly how they use it - Sum up terminal is linked to a mobile phone). This has been discussed before by the committee and was felt to have obstacles/costs for possibly the amount it would be used. Suggested that marshals are offered the BACS pre-payment as was done successfully before. Alan to note to put into Rally Marshal packs.

Ron asked Will to let him know the current amount in the Charity Fund.

9. Secretary Report -

9.1. Membership - Janet reported that on Friday 29th September there were 1,222 members. There are a further 79 August members pending not renewed list due 6th October - some already indicated non-renewal, all have been contacted.

Ron asked if there was a way to get a comparison for the last few years of the number of units out on rallies. Janet to get figures together for AGM.

9.2. Correspondence as received:

a. Club Advert for handbooks. Passed to Alan for book. As we print books, they will pay £75. If only digital Centres get £105.

b. Club - Rally & Event Programmes. Information re uploading rally information, no longer a deadline date.

9.3. Attendance - Being updated as lists come in.

9.4 AGM 2023

Tellers for AGM are Will and Penny Thursby who will be attending just the meeting.

Copies of the paperwork to be printed agreed and one copy per membership number to be given out.

AGM signing in list received and printed out.

Remaining printed marshal envelopes will be available at meeting, more to be ordered if needed.

Asked both nominations for Vice Chairman for a brief resume for members.

10. Rally Secretary Report -

So far there are 36 proposed rallies/events in the 24/25 calendar.

Nothing as yet from Cliff Top - have emailed. Marshals are still undecided.

15 4Bs to Suffolk have been accepted.

Mid Anglia accepted invite to Newmarket Rally

Invites sent to all Region Centres for our Easter Rally, one acceptance so far from South Essex.

Prices on several options for the rally book received, given to committee. Agreed to go with the bound option as we currently have.

Approx number of books to print for 2024 seems to be 210 members, plus whatever extras deemed necessary. Quotes received for 300-325.

Several photographs for the competition received.

Possible themed rally, like pre-Christmas, may be in the programme. Ron to follow up. Looking at Trinity Park (as comes with electric).

11. Publicity - Post vacant.

12. Rally Equipment - Ron sent an email round as to what equipment we have and where it is. Requested those names on list please reply to confirm.

13. Webmaster - No report.

14. Newsletter - No report.

15. Regional Meeting - Myself and Chris Stammers attended the Regional Meeting via Zoom on the 20th of September 2023.

The first thing to mention for this report, is that Grenville Chamberlain OBE, will be standing down as Chairman of the Caravan and Motorhome Club at the next AGM meeting, to be held on Saturday 28th October 2023 at the Queen Elizabeth II Conference Centre in London.

The proposed Regional Committee meetings are scheduled to take place on the following dates for 2024.

6th January Holiday Inn, Lakeview, Impington, Cambridge. The Regional meeting will take place in the morning with centre representatives. A lunch will be provided to all centre committee members who attend. More information nearer the time. It is hoped to have a guest speaker in the afternoon. 1st May & 4th September 2023 via Zoom.

Regional AGM is to take place, 20th October 2024. Venue to be decided, but it was mentioned that it was South Essex turn to host the event. David Mills, Chairman of the Centre, would look for a venue.

Question Time April 20th, 2024, will be at Banham Zoo, incorporating a rally at Applefields, which is adjacent to the zoo. Norfolk centre will be hosting the weekend.

Norfolk Centre mentioned they now collect money for rallies by 'Sum up' payment and it seems to work quite well. Also, in the process of building a completely new website.

North Essex mentioned they have full rally programme for the next year, just needing a couple of rallies to have marshals for.

Mid Anglia was not represented at the meeting.

Suffolk Centre informed the meeting that their AGM was 15th October 2023 and things were looking good to form a new Committee, with new faces coming forward. Informed the meeting that the rally programme was coming together with the help of invitation rallies to and from the centres within the Region.

The Treasurer, Garry Pyett said the balance was healthy. He was still having issues with HSBC Banking but was able to carry on with looking after the accounts.

The Chairman, Paul Maran and Vice Chairman, Will Thursby both talked about the Question Time at Banham and also thanked all those the people who helped to site 296 units at ClubFest, Kelmarsh. Both said they would get involved in ClubFest 2024 helping to site units at Weston Park 24-28 May.

Greg Potter from the Executive Committee mentioned that Anglia Region was supportive of the club and thanked everyone who worked at ClubFest and that our skills could be used to help other Regions as they lack numbers who help at ClubFest.

16. Other Committee / Any Other Business

Gas Urns. We have two urns with lighting issues. Ron has followed through from maker to repairer and it would seem we are unable to get them sorted. Agreed to dispose of them.

We received a spare flag with our recent purchase, only printed on one side, Ron has ordered the flagpole frame to keep this as spare one.

Ron to order plaques for committee for the AGM. To request a certain layout.

Next meeting Sunday 15th October, Trinity Park for new committee

Next meeting Wednesday 8th November at Hintlesham to commence at 7.30 p.m.

Next meeting Wednesday Wednesday 13th December at Hintlesham to commence at 7.30 p.m.

Meeting closed at 22.00.

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

Please keep your dog on a lead less than 2m long at all times when on site other than when in designated "dog walks", where leads may be extended, or "dog areas", where they are free to roam. If tethered on your pitch, please ensure that your dog cannot reach the road or your neighbours pitch.