

**THE CARAVAN AND MOTORHOME CLUB - SUFFOLK CENTRE**  
**MINUTES OF COMMITTEE MEETING**  
**THURSDAY 14 NOVEMBER 2024**  
**VENUE: HINTLESHAM COMMUNITY CENTRE**

Meeting opened at 7.30 p.m.

Those taking part in the committee meeting were:

Chairman	Ron King
Vice-Chairman/Webmaster	Julian Fincham-Jacques
Secretary	Janet Dobson
Treasurer	Will James
	Alan Dobson
	Dave Sanders

Ron King took the opportunity to welcome Dave to his first full committee meeting.

**Item 1. Apologies for Absence** – Martin Combes

**Item 2. Corrections to Previous Minutes October and after AGM October** – None noted.

**Item 3. Signing of Previous Minutes** – October meeting and October meeting following AGM minutes were agreed and signed for the records by Ron King, Chairman. Draft minutes of the AGM meeting had been circulated and were also accepted – to be filed for AGM meeting in 2025. Send minutes to Julian to update website.

**Item 4. Matters Arising on minutes from last Meeting** –

***General October meeting: Meeting after AGM: Co-opting on. Interest C Stammers (attend), Denise King (attend) and Diane Fitch (outside committee). They have shown interest in roles for Publicity, Equipment and Newsletter. To agree if co-opting on.***

Offers were discussed and accepted. Members to be contacted. Interest in roles had already been noted. Denise King (Equipment), Chris Stammers (Publicity) and outside of main committee Diane Fitch (Newsletter).

**Subsequently roles discussed and agreed were:**

Rally Secretary/Advertising – Alan Dobson  
Equipment Officer – Denise King  
Publicity – Dave Sanders  
Newsletter – Diane Fitch (outside of committee)  
Website – Julian Fincham-Jacques  
Regional Representative – Ron King.  
NEW ROLE  
Social Media & Communications – Chris Stammers  
Job role to be: liaising with Diane for Newsletter, producing material to promote rallies (flyers) and enable communication Region/Centre.

***Provision of plaques and confirmation on Admin Fee currently £2.***

Had been discussed before on whether to continue, after discussion agreed to keep as is for 2025 and to put on Agenda in July to review this.

It was agreed that marshals will be told the plaque sizes they can order. For most rallies this will be a small plaque (members), larger ones (marshals). For rallies agreed they can order larger plaques for all attending –

Easter/Garnhams/KingsLynn/Bromeswell/Germany/Hollesley/Thorpeness/Lessingham/Centre AGM.

***Committee photos for handbook***

All main ones received. To now ask for Denise/Chris. To pass all photos to Julian for website.

***Dates for meetings in 2025 and type of meeting***

Dates were discussed and agreed as below. Janet to contact Richard at Hintlesham to book.

January	No meeting held.
February 6th	Zoom / Teams
March 12th	Hintlesham Village Hall
April 9th	Zoom / Teams
May 14th	Zoom / Teams
June 11th	Hintlesham Village Hall
July 9th	Hintlesham Village Hall
August	No meeting held.
September 17 <sup>th</sup>	Hintlesham Village Hall

Last 3 meetings to go onto Agenda in March to agree dates.

**Item 5. Chairmans Report** – Following the Suffolk Centre AGM in October, things are quiet as regards to involvement with rallies.

Suffolk Centre hosted the Regional Get-Together Rally and AGM held at Hallowtree Scout Activity Centre between 17th – 20th October 2024. The marshal's team were Denise and Myself, Mark and Debra Terry, also Malcolm and Sue Hall. They put a good shift in to make it a successful weekend and never seemed to stop working.

Fun and games, live entertainment and a two-course meal was enjoyed by those attending, including a good number from Suffolk Centre. A total of £400 was raised for Children in Need charity.

I would like to give my thanks to Dave Sanders, who has just recently joined the centre committee at our recent AGM. I dropped him the deep end, when I asked him to be Chairman of the rally, as the designated Chairperson's spouse went down with flu and had to pull out of the weekend activities. Thank you for stepping in.

Sunday, 10th November 2024, parades were held to remember Armistice Day, with mainly the laying of poppy wreaths at the memorials to the fallen in all past conflicts.

At this point I would like to give my grateful thanks, on behalf of Suffolk Centre, to David and Angela Sanders, who joined the Parade and March pass in Woodbridge and laid a wreath, which included the Suffolk Centre emblem in the middle, on behalf of the Centre.

**Item 6. Vice Chairmans Report** – Chaired the rally at Trinity Park – Witches & Warlocks – good rally, good meal.

**Item 7. Other Rally Reports** – Nothing to report.

**Item 8. Treasurers Report** – Will didn't have much to report this month but sent committee a list showing rally outcomes over the year for information. Everything was up to date (rallies and AGM accounted for). Few items still to have: postage balance held, any travel expense claims. Hopes to meet with Paul Wade at the end of the month for any last paperwork/petty cash.

Janet confirmed Drop & Go minimal 90p. For postage for handbooks will cover cost into Drop & go and reclaim. Will agreed.

Handbook folders – Some payment by cash – Janet collecting this.

Agreed donation to EAAA to be handed to them at the Natter & Chatter meeting. Ron to arrange with contacts.

Query raised on purchasing raffle prizes from raffle money? Will to follow up the "rules".

Confirmation asked on the Centre donations to rallies. Agreed half hall cost for Winter Warmer to cover Sunday use for Natter & Chatter. Agreed half hall cost for AGM to cover Sunday meeting. Agreed Centre donation towards AGM entertainment dependent on numbers for actual amount.

### **Item 9. Secretary Report:**

**9.1. Membership** – Janet reported that on Friday 8<sup>th</sup> November 2024, there were 1,039 members. September member renewals showed 54 initially did not renew, after emails 4 rejoined. At present October member renewals still outstanding are 34.

Working with Alan as Rally Sec on numbers for printing and folders – present numbers given, this will change due to October to end Dec renewals. Those renewing Nov/Dec will be held back, only those know to renew will be sent paperwork.

#### **9.2. Correspondence received:**

**a. Centre guidance updates.** Janet to monitor the Box Club system to get fully updated versions, to then pass round committee. Reminder to committee this is for them to refer to, not to pass to members.

**b. Centre reviews – info from Region.** Looks like Club review of Centres continuing now they have finalised the Regions. Be interesting to see the outcome.

**c. Metal committee/named badges.** Janet to ask Mid-Anglia or supplier if they can send photo of what they have purchased as understand new CAMC logo involved. To also contact supplier for actual quote for 4 x Past Chairman / 1 x Chairman, Treasurer, Vice-Chairman, Rally Secretary and 6 Committee member ones.

**d. Email from Club 12/11.** Information for the Rally Supplement 12 needs to be uploaded by 6<sup>th</sup> December. As final rally details now through can get this put through.

**9.3. Attendance** – Final checks being done that everything has been recorded.

**Item 10. Rally Secretary Report:**

- a. Programme now closed. List circulated to committee. Had further rallies come through after AGM. Has taken some time to get information, other Rally Secs in same position in trying to get everything together.
- b. Printing of handbook/Supply of folders. First draft has been sent round committee for checking etc. Some useful feedback which has been used. To follow up with printers now we know more on anticipated pages needed. To follow up with numbers. Understand current numbers around 126 copies to be posted out. Of these 51 would like folder supplied, 55 providing own folder, 19 as yet to reply, 1 further being followed up. 853 approx PDF copies to be emailed out.  
Agreed to purchase the folders/inserts from printers. To finalise book, send round committee for checking again before print. Alan had a couple of minor updates/tweaks to do plus one advert still waiting for (original sent wrong layout).  
Janet to monitor membership list and to double check members still under posted copy who renew now to end year.  
A rota for equipment/marshals has been drawn up, copy given to Alan for Rally Marshal packs.
- c. Advertisers. We have had 7 come forward. Further one was interested but no further reply. Couple more emailed, no replies. Total so far should be £900 exc VAT.

**Item 11. Publicity** – Janet to pass on any held information for Publicity. The actual copy of the leaflet we recently had printed. Dave to bring ideas to the December meeting.

**Item 12. Rally Equipment** – This has already been collected and is now stored at Ron Kings, Denise to undertake monitoring this.

For other Centre equipment the inventory is to be sent round and updated as to where rest of Centre equipment is.

**Item 13. Webmaster** – Julian updating as and when. Alan to forward rally detail copy as soon as finished to be uploaded.

**Item 14. Newsletter** – Janet to contact Diane Fitch with outcome and so see what publication dates were in mind. Subject to confirmation Chris to liaise with any relevant information, Janet to liaise with Committee input.

**Item 15. Regional Meeting** – Following their recent AGM Ron confirmed this is now Anglia Division. Representatives are now one per Centre, Ron to do this. Further meeting after the AGM, some discussion but as they only meet every 3 months not all details could be talked about.

**Item 16. Other Committee / Any Other Business –**

Ron asked Janet to order 30 year end pointers.

Rally Chair list for 2025 shown.

Ron advised that he has been given a date for an operation, likely early December, will know more in next few days. This may be an issue in being able to get about easily over the coming weeks. Will keep committee advised.

Julian said the issue of having a card machine for payment on rallies has been brought up again. This has been discussed numerous times but the costs and logistics of it outweighed the usefulness. To look at again – Will to bring details to December meeting of current availability and costs. Ron advised that he would be using the BACS system for payments for the Easter rally next year again.

Meeting closed at 10.05 p.m.

Next meeting at Hintlesham on Wednesday 11<sup>th</sup> December

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