

	MK confirmed that the use of social media is now in the Code of Conduct.	
34.16	<p>CORRESPONDENCE</p> <p>An e-mail had been received from Mr Matthews on the subject of payment of honorarium to the top table. He stated that he had been in contact with the Caravan Club who advised that these payments should cease. He asked how can these payments be authorised to be taken out of Centre members' money. EB has acknowledged this correspondence.</p> <p>There followed a very lengthy discussion and several points were made:</p> <p>MK referred to the information that Mr Matthews referenced in his e mail and found that at Mtg 119 in 1974 it was discussed and deferred. At Mtg 120 in 1975 it was discussed. In Nov of 1975 there was a payment to Hon. Secretary and Rally Secretary who shared £50 but it is not known whether or not this was a one-off payment. In 1984 there was an agreement that all 3 officers should be given £50 each but it wasn't actioned so they didn't get it. It had been referred to the Caravan Club who said it shouldn't be paid. Expenses could be paid but not honorarium. Gifts could be given (shields £15 + VAT). In 1994 the Chairman was offered a tankard but declined. In 2001 a document was found re retirement gifts. Retiring officers would receive a gift to the value of £15 per annum. No record could be found of the jump from £15 to £35. DH asked the question of honorariums of other Centres and found that some pay for utility usage at home. At her recent Treasurers meeting the Caravan Club representative said it was down to individual Centres to decide on payments. MK asked if all are happy to carry on with these payments and keep them at the same amount. Jason felt it should be a gift. DH said that other Centres paid their honorariums every year. MS suggested carrying on with £35 in gift form (vouchers). MK said this must not be taken out of the Centre grant. All agreed.</p> <p>An e-mail had been received from Mr and Mrs Glanfield regarding the incorrect rally booking slips inserted in the rally book. MS said this was entirely her fault as she had sent the wrong version to the printer. She apologised for her mistake. The slips on the website are the correct version.</p> <p>EB had received correspondence regarding a fire at the South London Centre New Year Rally where a caravan and motorhome had been written off.</p> <p>Tents on Rallies of over 5 days is still ongoing and will be at the discretion of Centres. MK wondered if a surcharge should be added for non-Centre members. Agreed to monitor situation.</p> <p>EB had received an e-mail from Caravan Club re Mr Anderson – now sorted.</p> <p>There were 3 new meets without a rally book – all sorted.</p>	
35.16	<p>CIRCULARS</p> <p>EB circulated information on The National.</p> <p>Trent Farm in Notts advertising rallies at £9.50 per night.</p>	

<p>36.16</p>	<p>CHAIRMAN'S REPORT</p> <p>Website has had a good draw with 3446 views on rally pages.</p> <p>Feed back from the Ralliers has been extremely positive in relation to the rally book being out before new year. This wasn't without challenge and thank you to Michelle and the Stowford Team for making this possible. Thank you to the team that were able to make the book packing.</p> <p>There are a few minor problems with the book which have been identified. For example some dates, days, programmes and prices. These have been updated on the website and are the most accurate. It is not un-common to have some incorrect entries but I would like to emphasise that we have achieved the delivery before the new year and the next target is to deal with the accuracy. I would like to suggest that the Rally Sec inputs the data once a proforma is submitted, this is then emailed to the steward to confirm that the details are correct. This will ensure the accuracy of the information we submit for printing. I would also suggest that we use the AGM as the cut off for proforma submission as this will give us an additional couple of weeks to liaise with the graphic designers and printers. This will need to be circulated to all stewards.</p> <p>Christmas Party – There is only one xmas party rally in the programme for this year but following discussions with the stewards of the Hoburne Xmas party I have agreed to look at running a rally at Hillhead Caravan Club site with the assistance of the current stewards. Once a programme/ cost has been finalised we will use the website and flagpoles to promote.</p> <p>New Year – With the loss of Hoburne this is probably more challenging to find a location capable of taking 100 units. The stewards have indicated that depending upon location/facility they would consider continuing with running the rally but are asking for the committee to assist with finding a suitable site.</p> <p>Spain Rally – I had a conversation with the stewards of this rally regarding viability. This was originally agreed for 14 pitches but the site have withdrawn 9, leaving the 2 stewards and 3 others. An additional person has enquired and the site will accommodate them but not with the rally! The amount of paperwork etc doesn't make this viable and the stewards would like to withdraw this rally. They will still be going as a group of friends as deposits have been paid to the site but this will make it easier for all concerned.</p> <p>Wessex – I have had several communications with the Competitions Secretary for the Wessex. We have agreed to a working plan which should have been discussed at Saturdays Wessex meeting. I will therefore leave this to the Wessex Reps to report on.</p> <p>Charity – There have been several events that have occurred which have been organised by Centre Members. For example Guess the weight of the cake at Costa Coffee, Christmas Card Poster appeal , Externally Decorated House with Christmas Lights and Jewellery sales. Thank you to the members for doing this for my charity it is very much appreciated and you have contributed over £350 to CLDF.</p>							
<p>37.16</p>	<p>HON SECRETARY'S REPORT</p> <p>Membership numbers are as follows:</p> <table data-bbox="245 1845 459 1951"> <tr> <td>Lead</td> <td>2410</td> </tr> <tr> <td>Joint</td> <td>2028</td> </tr> <tr> <td>Family</td> <td>62</td> </tr> </table>	Lead	2410	Joint	2028	Family	62	
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Family	62							

	<p>EB has only 15 silver plaques left. The price for minimum order of 50 is £8 with 100 costing £7.35 +VAT and carriage and there is a 6-8 delivery. EB wondered whether to purchase a larger amount, DH asked if we could wait until March meeting. EB to negotiate for 200.</p>	EB				
38.16	<p>HON TREASURER'S REPORT</p> <p>DH distributed a Rally Report which showed an increase in number of nights and number of vans: Number of nights in 2014 was 4221 and in 2015 was 5070 and number of vans in 2014 was 1138 and in 2015 it was 1167. All felt this was a positive step.</p> <p>With immediate effect all expense receipts must be made payable to Devon and Cornwall Centre or they can be for cash. Stewards are to be advised to contact a Committee Member to use a Bookers or Macro card. DH will source Macro card.</p> <p>At the recent meeting it was agreed that accountants could be changed in order to be closer to the Treasurer.</p> <p>DH asked if Rally Stewards could put the rally number on the back of each cheque and asked for this to be published on the website. MK will arrange this.</p> <p>DH said she would like to use the same formula used by SW Region for mileage claims. This was discussed at length and the Committee all agreed that the mileage allowance should be reduced to 25p per mile from 35p per mile in light of the price of fuel being reduced of late. This was proposed by EB and seconded by AH and all were in favour.</p>	MK				
39.16	<p>HON RALLY SECRETARY'S REPORT</p> <p>AH said that the cut off date for entries into the Rally Book was to be 1st October. SA felt it should be a week later to allow people to hand in rally proformae at the AGM.</p> <p>RG asked if our Rally Book could be sent as a PDF to other Centres as only one copy is posted out at present.</p> <p>In future Rally Stewards will be asked to check the details of their own rally before the book goes to final print.</p>					
40.16	<p>60th ANNIVERSARY RALLY</p> <p>MK is hoping to have a conversation with Dave Tucker to ask to lend some fire extinguishers.</p> <p>Mt Edgumbe have concerns about traffic leaving and causing a bottleneck in Millbrook so have advised us to look at the Peninsula route for exit. RG asked if you could go in that way. MK felt it possible.</p> <p>Site have now signed off against the Duty of Care, Risk Assessments, TMP, Health and safety and proposed site layout. The TEN application has been made and the period has passed for questions to be raised so Mount Edgumbe are happy that requirements have been met.</p> <p>Committed costs are as follows</p> <table> <tr> <td>Entertainment (Friday, Saturday & Sunday)</td> <td>£1565</td> </tr> <tr> <td>Infrastructure Costs (Marquee, Chairs, Generator, Toilets, Elsan Etc)</td> <td>£1803</td> </tr> </table>	Entertainment (Friday, Saturday & Sunday)	£1565	Infrastructure Costs (Marquee, Chairs, Generator, Toilets, Elsan Etc)	£1803	
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	<p>Total £3368</p> <p>Additional Deposits of £30 required for Caradon Plant and Tool Hire</p> <p>Bookings are beginning to come in and there are currently 25 units booked with a projected income of £1850</p> <p>Programme Meeting took place on Saturday and the list of roles required will be circulated to the committee.</p>	
41.16	<p>RUNNING A RALLY GUIDE</p> <p>Jason circulated copies of the new guide. MK asked for comments to be passed to Jason within the next week or so and he thanked Jason for all of the work he had done on the new document.</p>	
42.16	<p>INCIDENT REPORT FORM</p> <p>EB reported that she had used the incident report form at the New Year Rally at Hoburne as an awning blew down with poles causing damage. A copy had been sent to the Caravan Club and this was the first report in our own file.</p>	
43.16	<p>FAMILY FUN WEEKEND</p> <p>Four bookings have been received to date. MK stressed this is a Committee weekend. All asked to look at what they could contribute.</p>	
44.16	<p>WESSEX REPORT</p> <p>AH and AS attended the meeting and reported: The new buildings will not be used so it is back to the marquee. The Wessex might have to be moved from the Showground next time. The Committee asked Centre reps to stay in post for at least 2 years. They asked us if they could borrow our small marquee but were told they couldn't because of insurance. D&C have been asked to staff Centre Entertains. They are asking for £20 for a raffle prize from each Centre as soon as possible. DH asked to send a cheque.</p>	DH
45.16	<p>REGIONAL COUNCIL REPORT</p> <p>Asked if we are happy to advertise other Centre Celebrations in our Rally Book. All agreed. We were asked if we would like our own flagpole or are we happy with Regional flagpole at the National. MK will speak with Janice Featherstone. All agreed to hold a D&C Flagpole as well as Regional. DH asked if a cap is on expenses. £150 stated in previous minutes.</p>	MK
46.16	<p>ANY OTHER BUSINESS</p> <p>Jason has agreed to "merge" all the different equipment lists into one list and then copy to all Committee members. They are then asked to check if they have the equipment as stated. DH asked if there is a holiday booking form on the website. Told it is under downloads.</p>	Jason

	<p>SA suggested that a Committee member take on monitoring and controlling of a facebook account. The Chairman said this would be a lot of work for an already over-stretched committee. JA referred to the use of facebook and that there is a lot of Caravan Club activity being promoted on there. MK said that the use of facebook is acceptable to promote rallies etc and that committee members are able to use this as long as it doesn't contain confidential information or signed of as a committee member. Many committee members are also stewards so if this increases numbers attending rallies then this is allowed.</p> <p>MS asked for a book of vouchers as a raffle prize for the 60th Rally. MK reminded all that there are no Committee badges to be worn at the Dinner Dance. Raffle Prizes were asked for from Committee for the Dinner Dance to the value of £10.</p>	
<p>47.16</p>	<p>ALLOCATION OF SILVER PLAQUES</p> <p>KARM Martin King as part of dinner dance Mortehoe Andy Harris St Patrick's Day Michelle Stuttaford Easter Live Michelle Stuttaford Stowford 3 Flumes Andy Harris Easter Beverley Martin King Family Fun Martin King Jurassic Coast Martin King Forest Glade Andy Harris Hikin and Bikin Chairman's Martin King and Michelle Stuttaford Helston Euphine Bromell</p>	
<p>48.16</p>	<p>NEXT MEETING</p> <p>The next meeting will be held at Trethorne on 7th March.</p>	

Signed:

Date: 7th March 2016



CHAIRMAN