

# **THE CARAVAN CLUB DEVON AND CORNWALL CENTRE**

## **Minutes of the 423rd Committee Meeting on Monday 18<sup>th</sup> July 2016 at Trethorne Leisure Park**

**PRESENT:**      Chairman                            **Mr Martin King**  
                        Vice-Chairman  
                        Hon Secretary                        **Mrs Euphine Bromell**  
                        Hon Treasurer                        **Mrs Denise Henderson**  
                        Hon Rally Secretary                **Mrs Michelle Stuttaford**

**COMMITTEE:**    **Mr John Andrews, Mr Jason Avery, Mr Simon Avery**

**CO-OPTIONS:**    **Mrs Sue Biddle, Mrs Sam Boorman, Mr Mark Scantlebury,  
                        Mrs Katrina Shipp**

**Apologies:**    **Mrs Anne Cadd, Mr Robert Gordon,  
                        Minute Secretary:**

<b>104.16</b>	The Chairman welcomed all members to the meeting and explained that the Co-optees would be joining us shortly but wanted to deal with Minutes 422 and Part 2 before they join.	<b>MK</b>
<b>105.16</b>	<b>MINUTES OF THE MEETING</b>  The Chairman asked if everyone was happy that the minutes are an accurate record of meeting 422 for both Parts 1 and 2. All confirmed they were happy and the Chairman signed the minutes.	
<b>106.16</b>	<b>MATTERS ARISING FROM THOSE MINUTES</b>  <b>51.16 MK</b> has been unable to arrange a meeting with Tamar Trailers. <b>56.16 MK</b> had sent an email to a steward regarding the use of the Bookers card and received a response about the practicality of using this. A discussion took place and agreed that we will contact stewards to make them aware of the card and see if can be used where ever practical. <b>101.16 RG</b> to order 50 New Meet plaques	<b>MK</b> <b>MK</b>  <b>RG</b>
<b>107.16</b>	<b>CO-OPTIONS</b>  <b>DH</b> thought that there was a limited number of co-options allowed in a year and as she had been co-opted thought that we were only able to co-opt an additional two people. The committee didn't have the information to hand and therefore co-opted Sam Boorman and Katrina Shipp. It was agreed that Sue Biddle would be an observer and Mark Scantlebury would take the minutes.	

108.16	<p><b>CORRESPONDENCE</b></p> <p><b>EB.</b> Mrs.Garret had sent an email asking for an update regarding the deposit refund from a rally. <b>EB.</b> Asked if we should send the deposit back. <b>SA, DH</b> and <b>JA</b> say deposit should not be refunded as this is a non-refundable deposit, JA. Has had someone cancel and no refund was given, <b>EB.</b> Stated that Mrs Garret is a member of another centre and not sure what their deposit policy is about refunds.</p> <p><b>MK.</b> Stated no refund should be given but we could offer a Deposit voucher to allow a different rally to be booked. <b>DH</b> has returned others fees less deposit in previous situations of this nature. A further discussion took place and it was agreed not to do a refund or offer a deposit voucher. EB to write to Mrs. Garret</p> <p><b>EB.</b> To send a letter to John M informing him that the honorary positions will be dropped at the AGM following guidance from club.</p> <p><b>EB.</b> Club has requested that if booking rallies in Scotland a 4B should be sent to them, Sandy G has now left.</p> <p><b>EB.</b> Ivan Lobb has questioned as to what happens with new meets and their rally books, It has been said that they will be given out at their first rally. <b>SA</b> has had this issue and has guided the new meets to the flag officer.</p>	<b>EB</b> <b>EB</b>
109.16	<p><b>CIRCULARS</b></p> <p>No circulars had been received.</p>	
110.16	<p><b>CHAIRMAN'S REPORT</b></p> <p>Since our last meeting Catherine and myself have been on several rallies which include Lamb Scrumptious at East Allington, where we used the opportunity to visit the beautiful village of Salcombe, Sausage Sizzle in Bude, Stowford Beer Festival and Woodlands.</p> <p>We have welcomed 7 new meets during these rallies which was great to see and hopefully they saw enough to encourage them to attend further rallies.</p> <p>We now need to turn our attentions towards the AGM as it is that time of year when we are able to put forward our nominations for election to the committee. Please remember that this is an opportunity for you to help shape the future of the Devon and Cornwall Centre.</p>	
111.16	<p><b>HON SECRETARY'S REPORT</b></p> <p><b>EB</b> Current number of member's unknown at this time.</p> <p><b>EB</b> attended the 40<sup>th</sup> Anniversary rally in Gloucester. They had 160 vans, the rally was not on a bank holiday weekend and they had good attendance.</p>	

112.16	<p><b>HON TREASURER'S REPORT</b></p> <p>Financial report handed out to committee members to see, which highlighted profit and loss on rallies and included many losses on plaques, Lamb Scrumptious monies are all in but no paper work as of yet, Ladies paperwork has just come in. <b>DH</b> mentioned that the June Invoice had not been received.</p> <p><b>MK.</b> Mentioned that the plaque losses over the 29 rallies were not bad and had improved from last year. <b>JA</b> states we should raise the cost of plaques to cover the losses on the rallies. He has also said we should re look at the costs on the plaques in the long term as the minimum order quantity of 17, needs to be looked into as this is contributing to the losses.</p> <p><b>SB.</b> Highlights how some will not allow plaques, <b>MK.</b> Says we will monitor over the coming months. <b>DH.</b> Says main loss is through plaques and cancellations. <b>EB.</b> Says older rallier's are affected more by health issues than cancel due to the weather.</p> <p><b>DH.</b> Says that the VAT return has just been completed. <b>JA.</b> Asked how we did not get much VAT back but <b>KS</b> and <b>DH</b> highlighted how the VAT does not show as an income <b>JA.</b> Can't see why VAT is not shown on the income / expenditure forms, the accountants only show the basics of the VAT and not a complete breakdown, this will be only shown on the HQ's full breakdown of accounts. <b>DH.</b> States that the rally returns can take up to 6 hours to complete ensuring the figures are correct.</p>	
113.16	<p><b>HON RALLY SECRETARY'S REPORT</b></p> <p>Proforma's are coming in slowly. <b>SB</b> asked for confirmation of the process. The process was confirmed as when proforma has been completed this should be sent to the Rally Sec. The email address on the website should be used as the book email addresses are incorrect. <b>MK.</b> had an email from a member stating that the email is wrong in the book <b>MK.</b> Responded to the member informing them that since printing the book the email addresses had changed due to the previous supplier closing the service. The most accurate and up to date information is available on the website.</p> <p><b>SB.</b> Will be running 2 rallies in 2017</p> <p>Beverley Park at Easter</p> <p>St Ives Whit week</p> <p><b>MK.</b> Asked that we agree next year's business rallies dates.</p> <p><b>MS.</b> Has 16 in the book so far for 2017 then there is the 4 business ones to go in.</p> <p><b>MS.</b> Looking for options regarding the Family fun weekend rally. If a youth committee comes forward they can run this rally with the aid of the senior committee.</p> <p>No other rallies can take place on the business rally dates.</p> <p>Dates set:</p>	<p><b>ALL</b></p> <p><b>MS</b></p>

	<p>Family fun Site: Wooda Dates: 31/3/17 – 2/4/17</p> <p>Ladies Charity Site: Launceston Dates: 16/6/17 – 18/6/17</p> <p>Chairman's Site: TBC Dates: 19/5/17 – 21/5/17</p> <p>AGM Site: TBC possible Exeter/ Newton Abbott race course, Abbbrook Dates: 6/10/17 – 8/10/17</p> <p><b>JA.</b> Asked do we alternate between Devon and Cornwall each year for the business rallies, <b>MK</b> confirmed that generally the AGM and Chairmans are alternated between the Counties but necessarily the case for the Family Fun and Ladies.</p> <p><b>DH.</b> States Dave B should be called as he runs rallies at Wooda. <b>MS</b> to contact Dave B</p> <p><b>JA.</b> Mentioned that Trevornic, Holywell bay could be good for Chairman's rally as good location and we will need a van for towing at Chairman's.</p> <p><b>DH.</b> Mentioned Broadleigh Farm, Parkers Farm or Exeter Racecourse as potential venues for Chairman's</p> <p><b>EB</b> mentioned the issue of steward's info and Data protection on the web site, this is also looked at in the rally books with the same information. On the proforma we have the details required for making contact to book onto rally.</p> <p>The website does not contain addresses but these are published in the Rally Book</p> <p><b>MS</b>, then asks do we need to look at the rally book front cover details do we just put email addresses and phone numbers in and the home addresses could be given on request, <b>MK</b> feels it is a bigger issue for rally stewards than committee.</p> <p><b>MK.</b>asked about Cider and Wot Not as 2 booking forms had been submitted. <b>MS.</b> Has not been able to make contact with one and the other has been warned this may be a cancelled rally. This rally was discussed and a decision to cancel was agreed as we had been unable to find stewards. <b>MS</b> to contact site and those already booked.</p>	MS
<b>114.16</b>	<b>60<sup>th</sup> ANNIVERSARY RALLY</b>  <b>MK.</b> 60 <sup>th</sup> Anniversary should be dealt with by next meeting	<b>MK</b>
<b>115.16</b>	<b>FAMILY FUN WEEKEND</b>  The Family fun weekend was discussed and was suggested to use Wooda with a theme of "The Teddy Bears picnic". <b>MS</b> to submit a proforma.	<b>MS</b>
<b>116.16</b>	<b>RUNNING A RALLY GUIDE</b>  <b>MK.</b> Spoke about the running a rally guide that has been produced by <b>Jason</b> , a copy of this has been given out tonight. Give it about 4-6 month's amendments will occur, <b>MK.</b> this has	

	only been given out to help support stewards with their rallies, and not a set of do's and don'ts. Thanks to Jason for building the guide.	
<b>117.16</b>	<b>WESSEX REPORT</b>  <b>MK</b> reported that no Wessex info at the moment and still waiting to find out who is booked on the rally. Not sure if we continue to have commitment to Wessex, indications are low numbers for this at this stage, still at Frome.	
<b>118.16</b>	<b>REGIONAL COUNCIL REPORT</b>  No meeting since the last committee meeting.	
<b>119.16</b>	<b>ANY OTHER BUSINESS</b>  <b>MK.</b> Collected in the code of conduct forms from <b>KS. Mark. SB. Sue</b>  <b>EB</b> checked the Centre Handbook and Co-options in rule section 4 page 83, allows for all new comers to be co-opted, therefore <b>Mark</b> and <b>Sue</b> were co-opted.  <b>JA</b> resigned from the committee as of this meeting, he was not happy about the VAT discussion and asked if it is a Devon and Cornwall Centre or just the Devon Centre as he felt there was not enough support for the members in Cornwall. <b>MK</b> confirmed that this is the Devon and Cornwall Centre and provided JA with a response to his statement regarding support for Cornwall members.  <b>MK</b> accepted JA's decision and thanked him for his time on the committee and for his valuable input during this time.  <b>SB.</b> Asked about the lack of equipment for rallies as low on equipment on last rally <b>Simon</b> has said that he has more kit but no one has said that they need more or that there is an issue with the amount of kit.  <b>Simon.</b> Flag went to National, where has the old flag gone? <b>EB.</b> Will find out if she has it, will check and contact Simon if she has it.  <b>Simon</b> also mentioned Plaques. He has a supplier that may be cheaper and has no minimum order quantity, If no one has an issue with him making contact with them he will get some prices.  <b>DH.</b> Has not been able to contact Dave B via email, EB provided the correct email address.  <b>EB.</b> Has one banner saying Welcome to D and C centre, there should be two, where is the other one?  <b>Simon</b> says it maybe in the trailer. <b>MK</b> to check when next passing storage	<b>EB</b>  <b>Simon</b>  <b>MK</b>

	<b>EB</b> asked to remind all that cups are returned to be engraved for the AGM. <b>MK</b> asked for list of previous winners to be shared  .	<b>EB</b>
<b>120.16</b>	<b>LOCATION OF SILVER PLAQUES</b>  Crealy Cornwall <b>Jason</b>  Marvelous Morethoe <b>MK</b>  Shambles <b>MK</b>  Stowford <b>TBC</b>  Last of Summer wine <b>DH but will be handed to Simon if DH can't attend</b>	
<b>121.16</b>	<b>NEXT MEETING</b>  The next meeting will be held at 19 <sup>th</sup> September 2016 at Trethorne.	

Signed:

Date: 19<sup>TH</sup> September 2016

CHAIRMAN