

THE CARAVAN CLUB

DEVON AND CORNWALL CENTRE

MINUTES OF THE SIXTIETH ANNUAL GENERAL MEETING

HELD AT STOWFORD FARM MEADOWS DEVON

SATURDAY 3rd OCTOBER 2015

CENTRE OFFICERS PRESENT

Mr Jason Avery	Chairman
Mr Martin King	Vice-Chairman
Mrs Euphine Bromell	Hon. Secretary
Mrs Denise Henderson	Hon. Treasurer
Mrs Michelle Stuttaford	Hon. Rally Secretary

COMMITTEE MEMBERS PRESENT

Mr John Andrews, Mr Richard Cadd, Mr Steve Doodson, Mr Terry Glanfield, Mr Bob Gordon, Mr Andy Harris, Mrs Deborah Southon, Mrs Anne Cadd (co-opted)

CHAIRMAN'S OPENING REMARKS

The Chairman welcomed all members to the 60th AGM. The Chairman asked members to stand for a one minute silence to be held in respect of members who have passed away this year.

The Secretary, Mrs Euphine Bromell, was asked to read the Notice of Meeting and requested members to turn off their mobile phones.

The Chairman asked that speakers on any subject should first give their name clearly and state their home town before speaking.

APOLOGIES FOR ABSENCE

Mr and Mrs D Bowden	Stratton
Mr and Mrs C Cole	Exmouth
Mr and Mrs S Le-Pine Williams	Newton Abbot
Mr and Mrs A Skinner	Chudleigh
Mr and Mrs P Featherstone	Lostwithiel
Clair Ann Foster	Plympton
Mr and Mrs Harvey	Bovey Tracy

MINUTES

The Minutes of the 59th AGM were circulated to all members present. The Minutes were approved by a proposal from Mr Andy Harris and seconded by Mr John Heal. The Minutes were then signed by the Chairman.

MATTERS ARISING

There were no matters arising.

PRESENTATION TO CHARITY

Bron gave a brief insight on the work of the Association in the South West and thanked the members profusely for their very kind donation.

Bron, a representative from the Motor Neurone Disease Association for the South West, was asked to come forward to receive a cheque to the value of £3,500 (three thousand five hundred pounds). The Chairman and his wife presented the cheque.

CHAIRMAN'S REPORT 2013/2014

The Secretary gave the following information on membership of the Centre:

Full Members:	2474
Joint Members	2079
Family Members	61

There have been 7 Committee meetings held during the year:

The 410th on 4th October 2014

The 411th on 17th November 2014

The 412th on 26th January 2015

The 413th on 16th March 2015

The 414th on 1st June 2015

The 415th on 13th July 2015

The 416th on 23rd September 2015

Committee Attendances throughout 2014-2015 are as follows:

Chairman	Mr Jason Avery	Seven
Vice Chairman	Mr Paul Kingston-Ford	Two (Resigned 26 Jan 15)
Vice Chairman	Mr Martin King	Four (Acting from 26 Jan 15)
Hon Secretary	Mrs Euphine Bromell	Seven
Hon. Treasurer	Mrs Denise Henderson	Seven
Hon Rally Secretary	Mrs Michelle Stuttaford	Seven
	Mr John Andrews	Seven
	Mrs Anne Cadd	Five (Co-opted 26 Jan 15)
	Mr Richard Cadd	Six
	Mr Steve Doodson	Six
	Mrs Sue Eldridge	Three (Resigned 13 Jul 15)
	Mr Steve Evans	Four
	Mr Robert Gordon	Seven
	Mr Terry Glanfield	Six
	Mr Andy Harris	Six
	Mr Martin King	Three (Acting Vice Chair)
	Mrs Deborah Southon	Six
Minute Secretary	Mrs Anne Cadd	Two (Co-opted)

CHAIRMAN'S REPORT 2014/2015

The year has flown by seems a phrase all too often said when it comes to a Chairman describing their year. I now totally understand!

The year started at the Halloween at Woodlands Rally followed by Christmas Party at Hoburn. As always; we had a great time and the stewards put a great deal of effort in.

The Dinner Dance was poorly supported so it was decided to run as a social evening at the Langstone Cliff Hotel. A thoroughly enjoyable evening was had by all, my thanks to all of those did support the event. It was a pleasure to have Grenville Chamberlain, Club Chairman, and his wife Liz join us for the evening.

March was a busy month for other reasons! The birth of our daughter, Paige, who was welcomed by the Centre and everyone's wishes and support were touching.

Needless to say the rallying year carried on and our first rally as a family was Easter at Stowford quickly followed by a new venture for the Committee – the Family Fun Rally. Both great family rallies with a lot of hard work put in by all.

The Chairman's Rally soon came along where we decided to try something different for the weekend with resurrecting the Driving & Reversing, thank you to Paul Featherstone and his Marshals for organising, along with a Casino evening to raise money for the centre charity. Thanks to those 25+ vans who came along. Sorry to those who left the evening losing millions!

The National Rally was held at Cornbury Park in Oxford. It was a real honour and enjoyment to represent the Centre. My thanks must go to Paul and Janice Featherstone for both; acting as Liaison Officers and organising the Driving and Reversing. Thanks also to those who marshalled and entered in to the competitions. It really made the weekend for us.

Such a busy few weeks led us to the Ladies Gala Rally at Goonhavern. Again with some difference – held as Holiday Rally in Cornwall. A lovely Rally with a tremendous effort put in by Anne & Richard, Mary & Keith. The Rally was jammed packed: A Boules Tournament, Big Breakfast, Cream Tea, Afternoon Fete, Auction, Pasties a bar and much much more! There were so many volunteers who helped out to make this a success – no wonder a magnificent £1800+ was raised for the Motor Neurone Disease Association!

The summer months held a mix of rallies (along with the weather) Stowford's Musical event was next and thanks to Mary & Keith for continuing to run rallies at our Centre Sponsor site. Cornish Coasts and Crealy Exeter soon followed again with a mix of weather!

Dingles Fairground and Marvellous Morthoe lead up to the end of my year so it is at this point I have to thank all of the Stewards and their Assistants for their efforts and time given up to run a rally the centre would be nothing without you. My thanks must also go to Andrew Noall and his Team at Stowford for their continued support to the centre we really are lucky to have them supporting us the way they do.

To my Family and Friends and fellow Committee members – thank you for supporting me and your advice when needed. It has been challenging at times but an honour none the less; it really makes my heart swell when you look back over the year. If not wince a little at the thought of all of those buckets of water!

I'd like to thank my wife Stacy who has been by my side every step of the way (even at 9 months pregnant) I couldn't have done it without you.

I wish Martin and Catherine every success in their second time in the Chair. I am positive he, and his team, will continue to keep the centre moving forward.

I cannot put into words how proud I am at having been your Centre Chairman for the past year but it only comes down to all of you who have supported in any way – from a small donation attending or running a rally through to standing on the Committee – THANK YOU.

The Chairman asked that the report be accepted and adopted.

Proposed by Mary Dearing and seconded by Keith Kingston-Ford

There were no further comments on the report.

HON. TREASURER'S REPORT

I am now at the end of my third and final year as Treasurer.

Notes for Rally Stewards

Again, I would like to thank all the stewards who ran rallies this year.

Firstly, we have received a small number of bounced cheques from members during the year. Obviously in some cases there may be a good reason for this but each one does cost the Centre money. PLEASE SEND CHEQUES IN FOR BANKING MONTHLY . I am still receiving cheques that are either already out of date or within days of their expiry date. Apart from the inconvenience of having to change paperwork, chase stewards and members it means the Centre does not have this money in the bank which could prevent me from issuing cheques up front for site deposits or even full payments!

Cancellations and Non-Arrivals

Once again a reminder that cancellations and non-arrivals continue to be a major source of disappointment to rally stewards, so, if you are unable to attend a rally that you have booked, please remember to contact the rally steward as soon as possible.

Even if you can't give advance notice that you are unable to attend, please have the courtesy to contact the stewards so that they are not waiting for someone who does not turn up.

Moving on to the Accounts

As we look at these accounts please remember that they relate to the financial year ending 31st December 2014, and are therefore almost 10 months old.

On the Income and Expenditure Account (Third Page) all of the centre income for the year is reported at the top of the account, with the expenditure and overheads itemised below. We shows a surplus for the year of £761 compared with the previous year of £421. This is down to the centre reducing its expenditure eg: the centre is not posting out the welcome packs to new members but either sending them an welcome email or letter inviting them to attend a rally to receive their rally. Please remember that we are still fortunate to have the rally books sent out by the generosity of our sponsor Stowford Farm Meadows – thank you to Andrew.

The Youth Account (Fourth Page) – The Youth Account is showing a bigger loss for the year of £116 against a loss in the previous year of 96. As there wasn't any Youth section last year. I recommend this money to be frozen until we have a youth section again.

Balance Sheet (First Page) – This is where all of the information from the other pages is brought together and shows the overall value of the centre assets and the current financial position of the centre. You will note that the cash on deposit with the Caravan Club has remained at £6,000.

There are two ways to make the books balance, one is to increase income and the other is to reduce expenditure! I have had a look at the expenditure of the Centre and will shortly recommend reducing further some of the Committee expenditure

Rally returns can be a little confusing but are not difficult and there are always many people that will be more than happy to help you complete them and answer any of your questions or concerns. If you are not sure you can phone the treasurer with any questions.

Recommendations

Admin Fee:

After producing a comparison of number of nights out and number of vans out over last 3 years the figures as follows:

Vans out: 2014: 1138 2013: 1247 2012: 1676

Nights out: 2014: 4221 2013: 4556 2012: 6425

There has been a decline in ralliers so to encourage ralliers back out on to the rally field my recommendation for the Admin fee which will still be required on EVERY SINGLE rally, without exception (including foreign holidays and business rallies): IS

Admin Fee:

A one off payment as follows:

1-3 nights £2 + VAT

4-6 nights £4 + VAT

7 nights and above £6 + VAT

The change in admin fee represents a 30% reduction in income from the previous year

This is a one off price and applies to the rally. For example if you attend a rally of 4-6 nights but only attend for 2 nights the charge is still £4 plus VAT

Rally Fee:

All rallies (including business, foreign) A fee of £1.00 plus VAT . This fee is designed to cover all the costs of the rally expenses such as printing, postage, sweets for children

Social Fee:

Social Fee must be applied for tea and coffee and FULL original receipts need to be submitted with return

Free Site Fees:

To continue with the honorary positions receiving free site fees when rallying as the cost of this is covered by the Club Grant, up to a total of 12 nights , 6 weekends a year. All other Committee

persons shall pay for their own site fees, with the exception of the person taking Flag, on a holiday rally the two weekends are paid for again this is covered by the Club Grant or a free pitch with the site.

Business Rally :

All business rallies will incur a social charge where applicable As all business rallies are self-funding there is NO Chairman's allowance.

Deposits:

The deposit for all weekend rallies is to remain at £5. The deposit for special or holiday rallies is to remain at £10. Full payment may be requested on special/holiday rallies at least 4 weeks prior to to rally commencing.

Stewards site fees:

The centre has said that where stewards pitches are not given free or subsidised the centre would reimburse, this is uneconomical if 10units or less are booked on the rally.

So where NO free pitch or pitches are given

Rallies with 10 units or less

One set of pitch fees can be claimed

Rallies with 11 units or more

Two sets of fees can be claimed

Vouchers:

At present a book of 5 vouchers costs £22 with the face value of each stating £5. These will remain the same.

Raffle Proceeds:

The raffle proceeds from the AGM, Dinner Dance, Chairmans and Ladies Charity will all go to the Charity if you want to support this year's charity please support these rallies and from all other rallies is retained until the last committee meeting prior to the AGM at which point the Committee shall decide how much should be allocated to the Chairman's chosen charity.

Paperwork returns:

All rally returns must be completed on the new 2014-5 forms, if this is not done the paperwork will be returned to steward for completion on the right form. All returns must be completed and sent to the Treasurer within 21 days of the end of the rally. Action will be taken if not received by then. This is from immediate affect.

Marquee/Trailer Movement:

Each time the marquee/trailers are used a £1.00 plus VAT per unit for each rally is to be charged, with the fuel claimed back from the Treasurer with a VAT receipt.

Closing Remarks:

A special thank you to my husband Ian for his support over the last year, and to thank you all for your time and patience this afternoon.

The Treasurer put the motion for the report to be adopted.

Proposed by Deborah Southon and seconded by Andy Harris.

The Chairman invited questions and comments to the Treasurer.

Ann Parkinson from Kelly Bray asked the Hon. Treasurer to repeat her recommendations for the change in Admin which the Treasurer duly delivered.

Mary Kingston-Ford from Bideford congratulated the Hon. Treasurer on her recommendations and said thankyou on behalf of the Centre members.

APPOINTMENT OF AUDITORS

The Hon. Treasurer informed the meeting that the Centre Committee had approved Phillips, Frith and Co of St Austell as Centre Auditors. Approved by members.

ELECTION OF OFFICERS

In accordance with the Rules Governing Centres the following were duly elected:

ELECTION FOR CENTRE CHAIRMAN

There being only one nomination for Chairman, Mr Martin King was duly elected.

ELECTION FOR CENTRE VICE-CHAIRMAN

There being only one nomination for Vice-Chairman, Mrs Michelle Stuttaford was duly elected.

ELECTION FOR HON. SECRETARY

There being only one nomination for Secretary, Mrs Euphine Bromell was duly elected.

ELECTION FOR HON. TREASURER

There were no nominations for the position of Hon. Treasurer. The Chairman asked that if anyone is interested in the position of Treasurer please would they make themselves known to him after the meeting when the incoming Committee could consider co-opting them to the position.

ELECTION FOR HON. RALLY SECRETARY

The Secretary declared two nominations, that of Mr Andy Harris and Mrs Michelle Stuttaford, had been received but as Mrs Michelle Stuttaford had been elected as Vice-Chairman she could not hold two positions. Mr Andy Harris was, therefore, duly elected as Hon. Rally Secretary.

COMMITTEE

The following Members were duly elected for Committee and were asked to come forward to be presented with their badges:

Mr John Andrews

Truro

Mr Jason Avery

Bideford

Mr Simon Avery

Newton Abbot

Mrs Anne Cadd	Bideford
Mr Robert Gordon	Bideford
Mr Andrew Skinner (not present)	Chudleigh

There were no nominations for Minute Secretary.

HON. RALLY SECRETARY REPORT

As my time as Honorary Rally Secretary draws to an end I would like to take the opportunity to thank all of our rally stewards, assistant stewards and land owners who have made a valuable contribution to the rally season with varied and enjoyable programmes for you the members. I am looking forward to taking up my new role of Vice Chair for the 2015/16 season.

Firstly I would like to wish Martin and Catherine King the very best for the coming year and to Andy Harris who will be taking on the Hon Rally Secretary role whom I will continue to assist with the publication of the rally book for next year.

Thank you to the stewards who have submitted proformas already as the rally book is on track for a pre-Christmas dispatch. As I stated at last year's AGM I have contacted each steward following their rally to check on the rally and also to encourage them to submit a new proforma for the coming year. I hope the marks from my thumbscrews have worn off...!

Now to rallies for this year, many of the popular rallies have been full from early on in the season but we did have to cancel 3 rallies this year for various reasons. This is a marked improvement on last year so thank you for supporting our stewards.

Please remember, if you are unable to attend a rally that you have previously booked please let the stewards know as soon as possible, as they might have a waiting list.

Our centre sponsor, Andrew Noall from Stowford Farm Meadows, thank you once again for your continued support in the production and postage of the centre rally book to our members. We are very lucky to have this support from you and the Stowford team. As you know we run a photographic competition for the cover of the rally book. The 2016 Rally Book photo was won by Alan Bromell and will be adorning the front page of our book.

Dates are still available for the upcoming year so if you have any ideas for new rallies please get in touch and we will endeavour to help as much as possible. Proformas will need to be in by the 17th of October to make the rally book.

We need to have a cut-off date, to ensure early publication our printer is already on standby waiting to go. Anything I receive after this date –will not be missed out – it will go on our new website for viewing.

YOUTH SECTION

The Youth Section AGM was held at 10.30 on 3rd October at Stowford Farm Meadows. There were no nominations received and no-one attended the meeting. The meeting closed at 10.36am.

ANY OTHER BUSINESS

Lyndsey Faulkner, Bude: Asked about “no-Show” on rally. Are people charged the social fee? The Hon. Treasurer replied that it does say on the rally slip that if any expenses are incurred then these will be charged. Mrs Faulkner asked if that included everybody. The Hon. Treasurer said “Yes”. Mrs Faulkner said that she believed that unless you speak to the steward yourself you will be charged the social fee and classed as a no show. The Chairman said it is a Committee decision whether to charge or waive this fee. Mrs Faulkner thanked The Chairman.

Voila Jeal, Plympton: Were booked into Lambscrumptious. Their grandchildren had been suffering with chickenpox and they rang the stewards and said they would be happy to be away from everyone else on the rally field. Stewards not happy with this and asked them to cancel. They understood this and did so but are unhappy that they were not offered their deposit back. The Chairman said this is the first he had heard of this and would pass it to the new Chairman to discuss at the Committee Meeting.

Alan Parkinson, Kelly Bray: Wanted to say thankyou to Denise Henderson who he felt had done a good job as Hon. Treasurer. He asked what the Centre is going to do about the vacant Hon. Treasurer position? The Hon. Secretary advised the meeting that if there has been no Treasurer appointed at the end of the meeting it will go to the Committee Meeting where either someone will be co-opted as Treasurer or one of the serving members will fulfil the role. Alan Parkinson asked if the Centre can run without a bona fide Treasurer. The Hon. Secretary said Yes but we need to go through to the Committee meeting and go through the procedure first. Martin King advised that Club are aware of the position as he has been in touch with them. Alan Parkinson said he thought that the Auditors could take on the role but this will cost money. He hopes that the Committee will sort it out.

Ann Parkinson Kelly Bray Ann had also noticed that Denise Henderson’s name is not on the list of attendees at meetings. The Hon. Secretary confirmed that Denise had, indeed attended all the meetings and apologised for this error. Ann Parkinson asked that profiles for new Committee should state what year they joined the Club. The Hon. Secretary if that is what members wished then it will be so in future.

George Dorkney, Newton Abbot: Wanted any new members to be aware that the rally held at Pentewan Sands does not allow dogs.

COMPETITION AWARDS

The Chairman presented the following Awards:

The Williams Cup	John Hartnell
The Jay Cup	Jason Avery
Centre Trophy for Men	Simon Avery
Centre Salver	Jason Avery
Frank Offord Trophy for Cycling Class B	Harry Williams
Kennedy-Keen Trophy for Cyclig	Georgia Lane
The Parkinson Shield	Chloe Avery

The Hambly Shield for photography	Alan Bromell
The Ron Walker Cup for Handicraft	Deborah Southon
The Harvey Trophy for Youth Section Cycling	Alfie Doodson

Centre Presentations:

The retiring Chairman presented Martin King with the Chairman's Plaque Board.

Jason and Stacy Avery made a presentation to Denise Henderson for her services as Hon. Treasurer for the past 3 years and to Mrs Michelle Stuttaford for her services as Hon. Rally Secretary for the past year. There was also an expression of thanks for their services as Committee Members to: Mr Terry Glanfield, Mr Richard Cadd, Mr Steve Doodson, Ms Deborah Southon, Mr Steve Evans and Mrs Sue Eldridge.

The incoming Chairman, Martin King, gave a vote of thanks to Mrs Anne Cadd for her work as Minute Secretary.

VOTE OF THANKS TO THE CHAIRMAN

The Secretary called upon Mr Kelvin Isaac to give a vote of thanks to the retiring Chairman. Kelvin thanked Jason and Stacy for their support for the Devon and Cornwall Centre over what has been a particularly demanding year for them personally with the birth of their daughter Paige. He wished them all well for the future.

CHAIRMAN'S CLOSING REMARKS

The Chairman thanked Kelvin for his kind words.

The Chairman also thanked the stewards and helpers who helped to make the AGM a success.

The Chairman handed over the Chairman's collarette to Mr Martin King and Mrs Stacy Avery handed over the Chairman's Consort collarette to Mrs Catherine King.

The new Chairman presented the outgoing Chairman with his past-Chairman's badge and window plaque.

The new Chairman asked the members of the new Committee to meet immediately afterwards.

The 60th meeting of the Devon and Cornwall Centre closed at 3.20pm.

CHAIRMAN

1ST October 2016

