

# THE CARAVAN CLUB DEVON AND CORNWALL CENTRE

## Minutes of the 424th Committee Meeting on Monday 19<sup>th</sup> September 2016 at Trethorne Leisure Park

**PRESENT:**

<b>Chairman</b>	<b>Mr Martin King</b>
<b>Vice-Chairman</b>	
<b>Hon Secretary</b>	<b>Mrs Euphine Bromell</b>
<b>Hon Treasurer</b>	<b>Mrs Denise Henderson</b>
<b>Hon Rally Secretary</b>	<b>Mrs Michelle Stuttaford</b>

**COMMITTEE:** Mr Simon Avery, Mrs Sue Biddle, Mrs Sam Boorman, Mrs Anne Cadd, Mr Robert Gordon, Mr Mark Scantlebury, Mrs Katrina Shipp  
**Apologies:** Mr Jason Avery

122.16	The Chairman welcomed all the Committee and asked each member to introduce themselves.	
123.16	<p><b>MINUTES OF THE MEETING</b></p> <p>The Chairman asked if all had checked the minutes for accuracy. DH had identified the wording at 112.16 as being incorrect. EB asked to reword to say DH hadn't received the June invoice. EB also to correct wording regarding VAT issues. In 113.16 the spelling of Trevanic has been corrected.</p> <p>All were then happy so the Chairman signed the minutes.</p> <p>There was no Part 2 from this meeting.</p>	<p><b>EB</b></p> <p><b>EB</b></p>
124.16	<p><b>MATTERS ARISING FROM THE MINUTES</b></p> <p>106.16 Tamar Trailers haven't got back to MK after he had left a message asking them to call him. Sue Biddle asked what he wanted from them? She knows them and will ask the question. MK said he hoped they would maybe interested in sponsoring events or particular items but he stressed that this relationship must not interfere with our Stowford sponsorship.</p> <p>Details of Booker Cards are now on website.</p> <p>New Meet plaques have now arrived and RG issued some at the meeting.</p> <p>119.16 EB has informed SA about the whereabouts of the Flag. MK will check in trailer on Saturday to see if the 2<sup>nd</sup> Welcome Banner is in there.</p> <p>SA still to make more enquiries about new plaque supplier.</p> <p>EB has all the cups for presentation at the AGM.</p>	<p><b>Sue Biddle</b></p> <p><b>MK</b></p> <p><b>SA</b></p>
125.16	<p><b>CORRESPONDENCE</b></p> <p>EB has received an e-mail from Mrs Faulkner stating that the AGM minutes from last year were inaccurate and asked for them to be amended. The e-mail refers to a question at the AGM regarding social charges being charges to no shows and cancellations due to illness and the Treasurers response. MK asked if anyone is aware of an occasion where this</p>	

	<p>might have happened. DH stated that the only occasion was at St Pirrans 2015 where two bookings were cancelled through illness and invoiced for the social charge. MK was aware of an occurrence at a dinner/dance where a member was taken ill and hospitalised. The member didn't have a meal and the Hotel didn't charge so this was refunded. The social charge was not refunded.</p> <p>EB received correspondence about the purchase of the Coleman shelter connector.</p> <p>EB has e-mailed John Matthews about the subject of Honorary positions on the Committee. Club are changing the rules and this would be reflected in the Treasurer's report.</p> <p>EB: West Dorset Centre issued an invitation to their County Show 2017. MS has put in rally book.</p> <p>EB: It is the Southern Centre 22<sup>nd</sup> bi-annual Rally 25-28<sup>th</sup> August. MS to put in rally book.</p> <p>EB reported that she has dealt with e-mails from New Meets.</p> <p>EB reported that Patrick Brand was very appreciative on receiving a Get Well Card from the Centre.</p> <p>EB reported that Janet Moore has accepted our invitation to be Guest of Honour at the dinner dance.</p> <p>EB reported that Mrs Garrett has complained to Club about the Centre refusing to refund her deposit. Rebecca Newman from Club had replied to Mrs Garrett explaining that our booking clearly states that the deposit is non-refundable.</p> <p>EB had received correspondence from Martin Stringer at Club letting her know that new Centre Rules are to be issued in the next few weeks.</p> <p>EB has received a letter from Alan Parkinson with a request to be a Wessex Rep. MK will seek some clarification on this and pass to MS as this will be a decision for the new Committee. MK will chat with Alan and let MS know the outcome.</p>	<p><b>MS</b></p> <p><b>MK</b></p>
<p><b>126.16</b></p>	<p><b>CHAIRMAN'S REPORT</b></p> <p>Since our last meeting Catherine and myself have been on our travels again and have been to Dingles, where it was Terry and Jean Langsford's last rally as stewards which I felt quite privileged to be able to thank them for running many rallies as it was Terry and Jean that were flag officers at our first rally. Then off to the Wessex... only a few D&amp;C Vans but this didn't prevent us from having a great time and even getting some points. Well done to everyone who took part. Morethoe and Shambles soon followed where the stewards had some plans to celebrate my penultimate and final flag poles as Chairman!</p> <p>I would also like to take the opportunity to thank the Committee for your hard work throughout the year, Euphine for keeping me sane, Denise for stepping in after the AGM to continue as Treasurer for "one year only" and Michelle for "coming back" to cover Rally Sec.</p> <p>Good luck to Michelle and the new Committee for the coming year.</p>	
<p><b>127.16</b></p>	<p><b>SECRETARY'S REPORT</b></p> <p>EB said she had not produced a formal report as she has been busy dealing with correspondence and getting ready for the AGM.</p> <p>No further nominations have been received.</p>	

	<p>EB said thank you to the parents involved for helping to sort out a Youth Committee. MK explained that the AGM for the Youth Committee will take place in the morning before the AGM and will just be elections. EB will take the meeting. The Committee will need to be kept together for the meeting, following the Youth AGM, with Simon Avery. (Youth Liaison Officer). Any other members may then be co-opted on. SA asked for a copy of the last Youth minutes. EB didn't have them. DH said there is a copy in the accounts so Katrina will be able to help.</p> <p>There are no motions for the AGM</p> <p>EB circulated a copy of documentation which will be attached to the AGM minutes.</p> <p>EB has received an e-mail from Rebecca Newman at HQ enclosing the voting entitlement list which is sent out about 5 weeks prior to AGM.</p> <p>EB has the accounts</p> <p>EB has competition awards</p> <p>EB has dates of meetings: 1 Oct 16/21 Nov 16/16 Jan 17/13 Mar 17/22 May 17/17 Jul 17/18 Sep 17/7 Oct 17</p> <p>SW Region AGM 2016 is 19<sup>th</sup> Nov the meetings are: 7 Jan 17/18 Mar 17/9 Sep 17/18 or 25 Nov 17 AGM.</p> <p>Numbers: Lead Members: 2526, Join: 2121, Family 57</p>	<b>EB/KS</b>
<b>128.16</b>	<p><b>TREASURER'S REPORT</b></p> <p>DH circulated a report of rally returns</p> <p>The Treasurer's Recommendations for this year are:</p> <ol style="list-style-type: none"> <li>1. The Admin Fee is to remain the same</li> <li>2. The Rally Fee will remain the same</li> <li>3. Free nights for Secretary/Rally Sec and Treasurer to be reduced to 10 free nights.</li> <li>4. DH has given a lot of thought to the present Honorarium payment of £35 for each year served. Her comments are: "After serving on the Committee for the past 6 years with 4 of those as Treasurer I am very aware that the people filling the Honorary roles give an enormous amount of time and energy to help the Devon and Cornwall Centre to function as successfully as it does. However, time and energy are backed up by use of personal internet facilities, electricity, telephone calls, and fuel just as an example. I recommend that an annual remuneration of £30 is offered to compensate for the personal utilities used for the benefit of all Centre members. This reduction is in keeping with the changes for the committee members presentations for time served."</li> </ol> <p>EB questioned whether the reduction is fair.</p> <p>Michelle Stuttaford said that at the Committee meeting after the AGM the Committee will decide whether or not to accept the recommendations.</p> <ol style="list-style-type: none"> <li>5. Business Rallies to continue to be self-funding.</li> </ol> <p>EB reported that stewards running business rallies are finding it difficult to lay on entertainment without a budget. MK agreed it has been difficult and this is now taking out something that makes business rallies special. Michelle Stuttaford feels that there should be a budget in place.</p> <ol style="list-style-type: none"> <li>6. The cost of a book of vouchers is to remain the same.</li> <li>7. The stewards site fees and trailer/marquee movement to remain the same.</li> </ol>	

<b>129.16</b>	<b>RALLY SECRETARY'S REPORT</b>	
	<p>Michelle Stuttaford reported that she has 28 rallies for next year.</p> <p>Stewards are needed for Beverley Park. MK asked KS if she would run it if he assisted.</p> <p>Stewards are needed for Stowford Beer Festival, Easter and Open Doors. RG said he thought Keith and Mary Kingston-Ford would be running some rallies at Stowford. MK said he would e-mail them to ask. RG was asked if he would contact Paul Kingston-Ford re Beer Festival.</p> <p>Family Fun: Sue Biddle has been asked to run this rally but as she is already running 7 rallies MS asked Mark Scantlebury if he would run it with Sue as Assistant. Mark agreed and is looking at a site in Tavistock.</p> <p>Stewards are needed for Crackers and Wisdom. DH said the Wellingtons might run this one.</p> <p>RG to speak to his wife about running New Year at Pentire.</p> <p>SA said he thought Halloween at 2 theme parks was too much.</p>	
<b>130.16</b>	<b>60<sup>TH</sup> ANNIVERSARY RALLY</b>	
	The rally showed a deficit of £558	
<b>131.16</b>	<b>WESSEX REPORT</b>	
	MK said that although only a few D&C Centre members attended he felt the rally was very relaxed with a different atmosphere this year and was confident that all who attended thoroughly enjoyed themselves. It is the 25 <sup>th</sup> Rally next time.	
<b>132.16</b>	<b>REGIONAL COUNCIL REPORT</b>	
	<p>EB has circulated the report.</p> <p>If anyone has any photographs of the 60<sup>th</sup> Anniversary Rally and could do a short write up it would be on the SW Region website to try to encourage more ralliers.</p> <p>EB asked DH if she could have a £15 cheque for the Regional AGM please.</p> <p>EB asked MS if she could send a copy of our rally programme by 17<sup>th</sup> November please to SW Region.</p>	<b>DH</b> <b>MS</b>
<b>133.16</b>	<b>ANY OTHER BUSINESS</b>	
	<p>Sue Biddle: People are wanting to book early for rallies and she thinks we are losing ralliers because they are unable to do so. MK explained that the first time people can book rallies is at the AGM when the list is released.</p> <p>Simon Avery: It would be very helpful if guidelines could be issued on being a Committee member.</p> <p>Anne Cadd: Felt it unacceptable that the Committee members who retired at the AGM last</p>	

	<p>year had still not received their silver plaque. EB said this was because she didn't have any plaques at the time but the matter was in hand to rectify.</p> <p>Anne Cadd said she believed the normal protocol had not been followed with regard to the nomination of the role of Vice Chairman but did not want to discuss the matter.</p> <p>Michelle Stuttaford: The venue for Open Forum next year is at a site where there is a hall available for £70 so should it be booked? It was thought that the skittle alley could be used as there would be no charge for this. Sam Boorman asked what Open Forum is.</p> <p>Michelle Stuttaford asked Katrina Shipp and Mark Scantlebury for their address and telephone numbers.</p> <p>Denise Henderson: Needs to put Katrina Shipp on bank account. Has brought paperwork to meeting. MK queries SAGE software and asked DH if she would contact SAGE to check if software can be put onto a new disc.</p> <p>DH reported that the cheque she gave to Andy Harris for the Wessex raffle for £15 has not been cashed.</p> <p>Euphine Bromell: AGM crib sheets have been given to top table and AC, please let her know if any amendments needed.</p> <p>EB has received a nomination for Minute Secretary.</p> <p>EB asked AC if she would take the minutes at the AGM. AC said she would not.</p> <p>Martin King: Thanked everyone who has been part of the Committee this year. He wished them the best of luck and wished MS and the new Committee all the best.</p>	<b>DH</b>																						
<p><b>134.16</b></p>	<p><b>SILVER PLAQUES</b></p> <table border="0" style="width: 100%;"> <tr> <td style="width: 35%;">Stowford Open Doors</td> <td>Martin Thompson</td> </tr> <tr> <td>AGM</td> <td>Michelle Stuttaford</td> </tr> <tr> <td>AGM follow on</td> <td>Michelle Stuttaford</td> </tr> <tr> <td>Heligan</td> <td>Michelle Stuttaford to ask Robin Ferris</td> </tr> <tr> <td>Crackers and Wisdom</td> <td>Michelle Stuttaford</td> </tr> <tr> <td>Monster Mash</td> <td>Michelle Stuttaford</td> </tr> <tr> <td>Halloween at Woodlands</td> <td>Sam Boorman</td> </tr> <tr> <td>Fairy Tale Murder</td> <td></td> </tr> <tr> <td>Christmas Party Hillhead</td> <td>Michelle Stuttaford</td> </tr> <tr> <td>New Year Pentire</td> <td></td> </tr> <tr> <td>New Year Charmouth</td> <td>Euphine Bromell</td> </tr> </table>	Stowford Open Doors	Martin Thompson	AGM	Michelle Stuttaford	AGM follow on	Michelle Stuttaford	Heligan	Michelle Stuttaford to ask Robin Ferris	Crackers and Wisdom	Michelle Stuttaford	Monster Mash	Michelle Stuttaford	Halloween at Woodlands	Sam Boorman	Fairy Tale Murder		Christmas Party Hillhead	Michelle Stuttaford	New Year Pentire		New Year Charmouth	Euphine Bromell	<b>MS</b>
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<p><b>135.16</b></p>	<p>The next meeting will be held after the AGM on Saturday 1<sup>st</sup> October. The meeting closed at 9.58pm</p>																							

Signed:

Date: 21<sup>st</sup> November 2016

M. Stuttaford.

HAIRMAN