

THE CARAVAN CLUB DEVON AND CORNWALL CENTRE

Minutes of the 426th Committee Meeting on Monday, 21st November, 2016 At Sourton Village Hall, Sourton, EX20 4RL

PRESENT:

Chairman	Mrs Michelle Stuttaford
Vice-Chairman	Mr Simon Avery
Hon Secretary	Mrs Euphine Bromell
Hon Treasurer	Mrs Katrina Shipp
Hon Rally Secretary	Mr Martin King

COMMITTEE: Mr Jason Avery Mrs Sue Biddle, Mrs Sam Boorman, Mr Mark Scantlebury, Mrs. Sarah Vercoe (Minute Secretary)

149.16	The Chairman welcomed all the Committee	
150.16	MINUTES OF THE 424th & 425th MEETING Both sets of minutes were agreed and signed.	
151.16	MATTERS ARISING FROM THE MINUTES JA has ordered the Shield board. Youth Section badges are in hand. Sue B to arrange with Tamar Towing for the supply of the hoodies. Agreed. Clarification is needed as to whether the committee can keep the hoodies – will Tamar Towing be willing to purchase new hoodies when committee members change? Reminder to be put in the newsletter about keeping dogs on leads at rallies. KS has the keys to the trailer – MarkS and Rob Biddle to each have a set. Letter of thanks has been sent to Reverend Atkins.	SueB KS
152.16	CORRESPONDENCE Mrs. Garrett has requested a refund of £5 deposit. KS said that where refunds were given, the deposit was non-refundable. EB to reply stating the Club's position. Mr. Parkinson has written to EB stating he is applying for the position of Vice-Chairman as the Wessex Rep. and has asked for the Committee's support. Agreed by the Committee.	EB

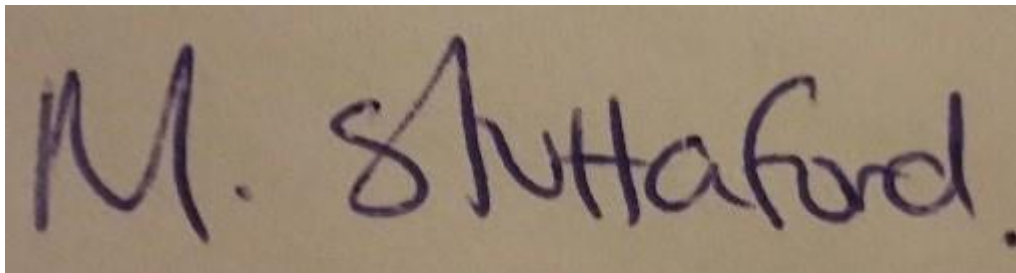
	<p>Centre Rules – EB asked whether the Committee members had read these.</p> <p>SPONSORSHIP - EB said that Stowford Meadows had been the sponsors of the Rally Book for the past twelve years. She has written to them to thank them for their support. Costs of producing the book were discussed and SA said we have funds to cover the cost for one year and advertising revenue could help cover some of these costs. Distribution of the books could be done by holding one or more Open Days. EB will ask Northern Farm to sponsor 5,000 envelopes as well as the Dinner/Dance menus. To be discussed further at the next Committee meeting.</p>	EB
153.16	<p>CHAIRMAN’S REPORT</p> <p>This has been e-mailed to Sue for inclusion in the newsletter.</p>	SB
154.16	<p>PLAQUES</p> <p>The 2017 year pennants are pink.</p>	
155.16	<p>SECRETARY’S REPORT</p> <p>Committee Meeting Venues - January at Sourton Village Hall. Rest of the year – meetings to be held in the Committee Room at Sourton Village Hall.</p> <p>Draft AGM – Bob Gordon, Committee Member, was present, and John Andrews is not a Committee Member.</p>	EB SV
156.16	<p>COLEMAN SHELTERS</p> <p>The purchase of extra sides to make two complete shelters was requested. SA asked if a third shelter could also be purchased. There is a maintenance budget available and it was agreed to purchase two further Coleman shelters, sides and joining strips.</p>	
157.16	<p>TREASURER’S REPORT</p> <p>Cards for Bookers were given to MK and SueB. KS said the online banking is now operational. Profit & Loss for Rallies to the beginning of October were given out. There was a loss on the sale of Plaques on most of the rallies, due to the minimum order quantity of 17 per rally. Profit projection - £731.50. £681 extra expenses for Admin. Fee and £218 Flag Officer expenses.</p> <p>Year End Accounts – KS needs to receive expenses and any income from rallies up to the end of December, as soon as possible.</p> <p>MK queried cost of depreciation – KS to check the period of time over which assets are depreciated.</p>	KS

158.16	<p>BUDGET FOR BUSINESS RALLIES</p> <p>EB thought that lack of support at the business rallies was due to insufficient entertainment/activities. MK suggested trying to arrange sponsorship for entertainment. KS thought one rally, such as the Chairman’s Rally, should have money spent on it to see if it made a difference. It was agreed to continue as previously for this year.</p>	
159.16	<p>RALLY SECRETARY’S REPORT</p> <p>Rally Book 2017 – MarkS has received the first draft, which will be returned by the end of the week. MK is hoping the book will be out and packed in the second weekend in January (14th Jan.2017). The provisional rally list is on the website.</p>	
160.16	<p>YOUTH REPORT</p> <p>Youth Rally – MarkS and SueB to check the facilities at Harford Bridge – Giant Jenga, various craft items, etc. The programme will be weather dependant - MarkS and SueB will finalise it on the weekend of 26/27th November.</p>	MS/SueB
161.16	<p>WESSEX REPORT</p> <p>The report from Janice Featherstone contained some good ideas.</p>	
162.16	<p>REGIONAL COUNCIL REPORT</p> <p>KS and SueB attended the Council meeting. KS said there was comment about the lack of support from the Centres for their events – dinner/dances in particular.</p>	
163.16	<p>ANY OTHER BUSINESS</p> <p>Newsletter – Sue Biddle said she thought the previous newsletter had too many pages. SA and MK suggested putting a hyperlink in the newsletter to connect to the relevant flyers.</p> <p>KS – amending rally returns – JA said he had a problem with the returns as it was too restricted. KS said that if it was made un-restricted, it may alter the formulas and cause other problems. KS to send an un-restricted sheet to MK to try out and if the committee are happy by the end of December, this should be easier in the future.</p> <p>KS would like the committee to consider how we take money from ralliers. She would like them to be able to pay by BACS. She would also like the Stewards to be able to bank the cash and cheques themselves.</p> <p>EB handed Newsletter Editor and Minute Secretary plaques to SueB and SV.</p> <p>EB said the Club is now sending information to the Centres by a ‘Box’.</p>	MK

164.16	National Rally – 1500 places have been sold and only 40 places remain. Allocation of Silver Plaques -	
165.16	The next meeting will be held on Monday, 16 th January, 2017 at 7 pm at Sourton Village Hall. The meeting closed at 10.00 pm	

Signed:

Date: 16TH January 2017



CHAIRMAN