

Precis 693
Committee Meeting - Wiltshire Centre
Caravan and Motorhome Club
8th November 2023 by Zoom

Members & Committee Present

Mr S Berridge (Chairman) Mrs A Sambrook (Treasurer) Mrs A Holdway Mrs J Newman Mr A Berridge
Mrs N Bullock (Secretary) Mr J Holdway Mr P Wiltshire Mrs J Berridge Mr J Mason

Meeting commenced at 19:45 hrs.

MINUTE NO. 1 **APOLOGIES FOR ABSENCE** Mrs N Jefferson and Mrs T Mason

MINUTE NO. 2 **MINUTES AND PRÉCIS OF MEETINGS 691 & 2, AGM Minutes** Accepted and signed without amendment.

MINUTE NO. 3 **MEMBER'S REPORT**

Chairman's Report: There were no queries regarding the AGM. Th Chairmans charity rally was cancelled but we had a meeting in the hall on the Saturday afternoon event, at the AGM we had approximately £1000 raised for thee charity and I would like to say thank you to the members that attended the Saturday afternoon event as we actually raised over £200. The cheque we got stated £1000 but it will be in excess of £200 higher as everyone was very generous. Derek and Barbara Owen gave us a bottle of gin that was auctioned and in the region of £25 was raised. Also members gave us site fees and deposits to the charity and we did well. So thank you to everyone who attended. The Fireworks Rally was cancelled as well, the Treasurer has said that members are giving their deposits as well. Although this was cancelled it was for the right reasons (the rain was so bad the entrance was a river!) but a few of the members attended the fireworks display in the evening which lasted nearly 30 minutes which was excellent. Maybe for future years this could be a venue each year.

Treasurer's Report:

RALLY No.	RALLY	ADMIN FEE	Vans	DONATIONS & RAFFLES	Donation To	Raffle To
11	Somerwilt	36.10	19	26.52		Chairmans Charity
12	Lilleys	43.70	23	39.79	Chairmans Charity	Chairmans Charity
13	Curling	39.90	21	62.46		Chairmans Charity
14	RIAT	334.15	150	442.34	Chairmans Charity	Chairmans Charity
15	Cheese show	51.30	27	66.50		Chairmans Charity
16	Pentewan Sept	227.70	99	00.00		

Secretary's Report: Welcome emails—76 (8 weeks).

Correspondence Disseminated to all committee: Email from The North London Centre regarding hibernation. Governance - 2024 Club Insurance Advertisement. Governance - passing of Rodney Lambert, HLM and former Vice Chairman of the Executive Committee. Governance - 2023 Club Committee changes. Governance - 2024 Club Fest information. An email has been sent out to every member who had their centre membership due at the end of October through to the end of November to remind them to renew with a Centre, whether it was the Wiltshire's or not. A few replies were received as to how to do this, the Secretary has now prepared instructions for further inclusion with reminder emails.

Centre Membership – 820 (as at the 3rd November 2023 down from 903 (as at 29th September 2023).

Rally Secretary's Report:

4B requests:	Requested & accepted – Gloucestershire for Bibury & Fairford, D&C Pentewan June & September, Somerset for Frome & Norton St Philip Received and accepted – Avon for Castle Combe, 17 th -19 th May 24 W/Dorset for Three Magpies, 22 nd -27 th Aug 24
Invites:	NONE
Correspondence Sent:	NONE
Correspondence In:	4x Proforma's
Full rallies:	NONE
Rallies to Date:	2,744
Anything else to report:	NONE

Junior Liaison Officer's Report: This will remain although we don't have an Officer however, Jo Berridge did say that if there are any children on Rallies she will still put up a gazebo and report on this.

PRO/Social Secretary Report: Doug Haddrell has sent through a nice letter, and some pictures and from the AGM, sections of which can be added to the Newsletter due to no rally occurring so no reports were written. The chairman has a data stick from Doug so will be forwarded to the PRO. Doug also took photos from the Chairmans event in the village hall which were forwarded to the PRO.

New Ralliers Officer Report: Nothing to report as officer not present.

Webmaster Report: The webmaster apologised for not updating the website with the up and coming rallies for 2024.

MINUTE NO. 4 **MATTERS ARISING**

Immediate Matters: The Chairman has circulated a letter to the committee outlining where we are with the centre and the fact that it is getting quite serious, like most centres, we are struggling. The letter was not easy to put together of that context and thanked John Holdway for his input and editing, which was appreciated. This letter will be circulated with the Event Card when that goes out by email. The secretary confirmed that the letter had already been added to a draft email awaiting the finalised Event card. Pete Wiltshire did request that this put in to the Rally book but the Chairman decided that this wouldn't happen as by putting in one page would create a problem with the number of pages and printing. It was decided that the letter will be published on the website by the Chairmans Letter. This could be added to the Newsletter too. **This was voted on and accepted**

Job descriptions/Standing Minutes: None

South West Centres: The F2F meeting will be held on the 18th November.

SW Region: The F2F meeting will be held on the 11th November.

Other Matters Arising:

- i. It was reported that one of the Rally Officers was being supported by another Centre member, the legality of this was checked in the Centre Guidance and this is permitted.
- ii. 60th Celebration Rally precis:
 - Table decorations are well underway.

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- There will be 3 plaques for the rally officers, The normal Charlton Park one, the rally officer green version and the rally officer gold bar.
 - The Secretary has requested assistance with the Safety file and the Event Management Plan and requested a template from Charlton Park.
 - A mail shot will be sent out to all members with the Event card when available.
 - The booking numbers as at the meeting date of the 25/10/23 was 12.
 - Event insurance has been sought.
 - The next subcommittee meeting will be on the 19th December
- iii. Guidelines for email decisions going forward, outside of the normal monthly committee meetings. Every time a decision is made by email outside of meetings these will be added here under **Other Matters Arising paragraph f. Email Decisions**. Going forward when a decision is to be made then timelines should be stated in the subject matter to determine urgency such as Urgent – 3 days, Normal – 5 Days (this . If possible, please use reply to all to allow everyone to know what has been agreed.
- iv. Rewording of Competition rules after AGM: *Any member attending a Centre Trophy Competition must be a bona fide member of the Rally at which the competition is being held, (with the exception of the Pickwick Shield, see Rules). In the event of outfit (caravan, motorhome or trailer tent) failure within 48 hours of the Rally and as long as the deposit and site fees have been received and not refunded, the member is permitted to take part in the competition. Entry into any of these competitions acknowledges acceptance of these rules.* As per **AGM60M2**
- v. The Illuminated window competition will now be called the *Illuminated Caravan Side*
Post meeting note The illuminated Caravan Side existing rule clarification below:
*The side to be illuminated must be part of the Member's caravan/motorhome/trailer tent.
The caravan/motorhome/trailer tent must be used for the Member's family to sleep in during the competition weekend.*
- vi. The Roll Of Honour Page in Rally Book, The outstanding contributions section to be renamed to: 50 years membership with the Caravan and Motorhome Club and Centre The White Horse Plaque and Rally Book to be amended forthwith. **Agreed with a vote of hands**
- Email Committee Decisions (to be added to minutes going forward)**
- i. **AGM Location 2024:** It was discussed further by email that it could be that we use Dinton Village Hall for a separate rally and AGM for 2024. **The Committee voted and it received a majority vote**
- ii. Email from the Advertising officer to agree on no increase in costs to the advertisers. This was voted on by email. **The Committee voted and it received a majority vote**

MINUTE NO. 5 ANY OTHER BUSINESS

Agenda items for Meeting 694

1. 60th Celebration Rally precis, 2. Toilet Chemicals, 3. 21 years + Reward recognition - such as a shield, 4. Norton St Philip firework cancellation issue with village, 5. Avon booked Langley Burrell 4b to be checked.

Refreshment representative (Flag) duties: None for December

Presentations – None

Committee Any Other Business –

- a. The Chairman then submitted the following statement: As John and Ann Holdway weren't put on the White Horse plaque in time for the AGM. As the plaque is to be replaced with a new title for the 50 Years membership, as John is now in his 23rd year and Jenny Newman is in her 21+ years, what I am suggesting is that, ordinarily as a Centre we wouldn't do this until the next AGM however, as we have a 60th celebration in May 2024 we will get these changes on the White Horse made to reflect both John and Jenny added and then be presented at the Celebration Rally by the Vice Chairman of the Caravan and Motorhome Club - Mark Watson to make presentation to both. The Chairman felt that he didn't do John and Ann justice at the AGM and that he let the Centre down, and he apologises for that. A short guide will be added to the Committee Guide for future reference.
- b. The Treasurer mentioned that there was an Avon Rally in Langley Burrell and was this a permitted rally by the submission of a 4B as it wasn't present in our rally book. The Rally Secretary wasn't present to comment so will be discussed at the next meeting.
- c. Pete Wiltshire has been getting costings for replenishing the Centre stock of toilet chemicals with the assistance of the Chairman. discussed and it was suggested that maybe each committee member to have a small selection in case Pete is not available. A further discussion will take place at the January meeting.
- d. The Treasurer requested that all expenses to be submitted to her asap.
- e. The Treasurer had a message from the Rally book editor regarding payments.
- f. The Chairman mentioned about the payment reference, if paying by BACs but not through the website then it will be the name of the rally, if paying after booking through the website then the reference number for the booking is to be used.
- g. The Plaques officer mentioned about year wedges for 2024 and wanted to know how many is required. 20 were ordered last year. It was agreed that 20 to be ordered for 2024.
- h. The Dealer Liaison Officer gave an update on where we are with the advertising.
- i. The competition results need updating on the website.
- j. Rally book orders are being collated by the Secretary.

MINUTE NO. 6 DATE & PLACE OF NEXT MEETING: Meeting 694 will be held on Wednesday 13th December 2023.

The chairman thanked everyone for their time on this Zoom meeting and look forward to the next meeting. Meeting closed at 21:56.

Agenda Items for January

1. Toilet Chemical purchase
2. AGM Rally Social