

Precis 695
Committee Meeting - Wiltshire Centre
Caravan and Motorhome Club
Held 14th February 2024 by Zoom

Members & Committee Present

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

Meeting commenced at 19:30 hrs.

MINUTE NO. 1 **APOLOGIES FOR ABSENCE** Mrs J Berridge

MINUTE NO. 2 **MINUTES AND PRÉCIS OF MEETINGS 694** Accepted and signed without amendment.

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

Chairman's Report: The Chairman didn't have a great deal to report on. He bought up that even though the Easter Rally is filling up quite nicely the one at Dinton in April is short due to lack of bookings.

Treasurer's Report: Earlier by email, the end of year accounts was sent out and was discussed in detail. This is in draft at the moment which will then be sent to the Auditor for their assessment. The rally accounts are now done for this year so the Treasurer sought approval from the Committee which was given. She also sought approval for these accounts to be sent through to the Auditors, approval was granted by the Committee.

Once the accounts have been received back from the Auditors assuming no changes the accounts can be added to the AGM booklet.

The Treasurer then mentioned that she had been on a forum by Zoom which was for all the Treasurers from the Region. This incorporated a mix of experienced and not experienced Treasurers. It was a long but worthwhile evening.

Secretary's Report: Welcome emails– 34 (5 weeks).

Correspondence Disseminated to all committee: 1. Plea from Jon Cottee for a second rally officer at his 70s Rally. 2. Important* Emails and Cyber Security

Centre Membership – 826 Lead and Life members up from 817 in January. Centre renewal reminders sent out: 47.

Rally Secretary's Report: No change, Rallies to date 2744

Junior Liaison Officer's Report: This will remain in the minutes as a heading as Juniors are not active at present.

PRO/Social Secretary Report: Nothing to report.

New Ralliers Officer Report: Nothing to report.

Webmaster Report: Nothing to report.

MINUTE NO. 4 **MATTERS ARISING**

Immediate Matters: None

Job descriptions/Standing Minutes: None

South West Centres: The last meeting was in January. The next meeting will be in April.

SW Region: The last meeting was 16th January. The Chairman, Secretary and Treasurer went to a forum at the NEC at the end of January. It was noticed that on their Facebook page our 60th Celebration is not advertised. Post meeting note: this has now been rectified.

Other Matters Arising:

60th Celebration Rally precis: A meeting was held 24th January. There were a number of updates such as Insurance certification and Food Safety certification to be actioned by the Secretary. Since the meeting, much of this information has been received with a deadline of end of March so that the Events Management Plan and Safety Plans can be forwarded to Carlton Park during April. A small band change marquee has been ordered through Mudway to accommodate possible Childrens events during the day. I have contacted the vendors with regard to payment and they all want their payments just before delivery. Mudway to send direct to the Treasurer a week before. The secretary has requested certification from Jo Berridge, this has now been received.

The Chairman and the Secretary requested quotes from fire extinguisher companies. Two companies quoted. Bath & West Fire and Safety was the lowest which has been accepted and confirmed. The committee agreed to the expenditure.

It has been confirmed that the Singers will be coming in on the Thursday.

The AGM social, The Chairman has sent through to all of us, pictures of Dinton Village Hall. There are two Halls and have kitchens so that the food prep can be done in them. Nicky Jefferson and Jenny Newman are prepared to do the food for this event. Main will be hot with a cold dessert. Historically there was a band or disco, it was suggested that the singer from the Queens Jubilee, as he was an excellent act or John Legend.

It was proposed that the social is free to all the ralliers for the weekend prices to follow. The social and entertainment will be paid for by the Centre.

It was brought up that the AGM meeting may have to be converted to an SGM as we may not be able to encourage enough people to join the committee (Committee Guide 2 clarification on what comes first AGM or SGM?):

Precis 695
Committee Meeting - Wiltshire Centre
Caravan and Motorhome Club
Held 14th February 2024 by Zoom

In the event of there being insufficient or invalid nominations at the 14-day point, consideration could be given to deferring the AGM to allow more time for nominations or co-opting Committee members immediately after the AGM to fill the vacant spaces. Nominations are not to be accepted from the floor at the AGM; however, the Chair can seek expressions of interest for co-option from those members attending the AGM in order to facilitate the co-option of members to the Committee after the AGM.

If deferring the AGM, one option could be to use the original AGM date as a Special General Meeting (SGM) to discuss the absence of volunteers for the Committee. The AGM could then be held approx. 3 months later, e.g. early January, thus allowing the previous year's rally programme to complete. This option would depend on the current Committee being prepared to extend for 3 months.

Guidance will be sought from the South West Region with regard to merger or hibernation closer to October. Issuance of presentation shields for people achieving 150 etc. Nicky Jefferson has requested that we add another level of plaques for the achievement of 150, 250 etc rallies attended going forward. This was accepted by the committee.

Going forward either shields or plaques will be made up. This was discussed to find out what is required. Many combinations of plaque and shield were discussed and cost implications. The shield discussed is 4" across x 5" down. We discussed the practicality about this as we don't want too many made as not everyone wants these now. The Plaque officer mentioned the minimum amount to be ordered is 16 which is not practical if 150, 250, and 350 are needed. The Plaque officer to seek prices. Also requested a price for engraving a one off when needed through the Rally Secretary. The starting point for this presentation would be from the AGM 2023 and not retrospectively. This will be further discussed at the next meeting.

21 years + Reward recognition – The question came up about costing of adding the initial date on committee and then the finish date as two separate costs. Also, the Roll of Honour should be presented at the AGM and no other time. Do we need dates to and from, why not just from? It was agreed the plaque will just have 21+ years on the plaque and not dates.

The plaque Officer bought it to light that the rally officer plaques will no longer be in the green colour but will follow the standard colour of that year for normal plaques going forward. Unfortunately, FM Tags are instigating this so we have no choice to accept their decision.

The Rally Secretary to contact The Rally Marshall for the 70s Rally with regard to the number of bookings made. Jon should be in receipt of the booklet for running a rally which states that the Officers must be contacted before a rally is cancelled.

Email Decisions – No Email voting took place during the month.

MINUTE NO. 5 ANY OTHER BUSINESS

Agenda items for Meeting 695

60th Celebration Rally precis

Issuance of presentation shields for people achieving 150 etc. – Update

Green Thank You Plaques from the Chairman, how many required?

Refreshment representative (Flag) duties: None.

Presentations – None

Committee Any Other Business –

Now that the rally books are available the invoicing for the advertisers will be sent out from the Treasurer.

The gold rally bars, how many do we need? Ans: 14 are required.

With regard to the Green Chairmans Thank You Plaque, how many do we need and will it say: 'Thank you for helping out at this rally'. The numbers will be discussed nearer the time.

MINUTE NO. 6 DATE & PLACE OF NEXT MEETING: Meeting 696 will be held on Wednesday 13th March 2024.

The chairman thanked everyone for their time on this Zoom meeting and look forward to the next meeting.

Meeting closed at 21:05.

Nicky Bullock
Secretary - Wiltshire Centre

Mr S Berridge
Chairman - Wiltshire Centre