



**Minutes of the 486th Committee Meeting of the West Sussex Centre
of the Caravan and Motorhome Club held at The White Swan, Arundel,
West Sussex on Wednesday 14th February 2018 at 7.30 p.m.**

7.40 p.m.

1. **Apologies for absence:** Janine Aylmore. John Woodward attended but had to leave.

2. **Attendees:**

Fran Phillips, Chair (FP), Steve Leverington, Vice Chair (SL), Nick Harris, Secretary (NH), Carol Wightman, Rally Secretary, Pete Dales (PD), Janet Fitzgerald (JF), Peter Fitzgerald (PF), John Kane (JK) and Dave Wightman (DW)

FP welcomed all to the meeting.

3. **Minutes of the previous meetings**

The minutes of the 485th meeting were approved; proposed by PF and seconded by JK.

4. **Matters Arising**

Nil

5. Actions from minutes 484.

Item 6. NH& CW to put photo warning on Facebook and Webpage. done

Item 11d NH to update re new centre flags. NH reported that JW has taken this on. We are still having problems getting a usable image of the hippocampus. Deferred.

Item 15. JK to update re anniversary glasses. JK reported that he has located a supplier and obtained costings of £3.00 per glass.

Actions from minutes 485.

Item 13. DW/FP to price up food for Anniversary rally. This has been done. Discussed at Agenda point 13.

Item 13. JA to arrange tent viewing. This has been the subject of much frustration. We will not proceed with the company that JA has been liaising with. DW will make enquiries with a local supplier.

Item 15. Fort Widley Rally. Already cancelled. The venue was discussed and agreed that we need to try it in the summer months.

Item 15. JF/NH update re raffle tickets. JF. Can get them supplied at cost of £45.00 + VAT per 1000 + £8.00 for the art work. NH can get them supplied at a cost of £67.00 per 1000.

This was discussed and agreed that we will not go ahead with this.

6. Notification of any other Business

JF. Rally fees

PF New Ralliers

7. Hon Secretary's Report

Centre membership since last meeting. Total 1596 up from 1505, Lead 858 up from 809, joint 721 up from 676 and family 17 down from 19. Since last meeting we have had 49 new, 23 re registered, 9 rejoined, 2 resigned, 1 transferred to other centre and 15 not renewed to centre.

On 12th February received an e mail from Rebecca Newman CAMC requesting that details of rallies within national parks are supplied by 1st June.

8. Treasurer's Report

JW explained that there have been problems with the VAT which are now resolved. FP signed the final version of the centre accounts. JW apologised but had to leave.

JW's report was circulated before the meeting.

Investment with Caravan Club = £7,692.28, Youth Account = £851.80, Charity Account = £386.92 and Business Account = £4,843.28

9. Hon Rally Secretary's Report

CW reported that two venues for 2019 bank holidays are provisionally booked. She then read a long list of venues that she had contacted to arrange rallies but most no longer take rallies and the others were too expensive. Bucklers Hard which was suggested as a venue are booked two years in advance. NH suggested Bay House School, Stokes Bay, Gosport. CW to make enquiries.

JF raised the matter of rally fees and questioned why when the rally fees is an odd amount such as £24.60 and creates problems with giving change, why can't we round it up to the nearest pound.

This was discussed but generally felt we will have to stick with it.

10. Southern Centres

Nil to report

11. South East Region

Nil to report

12. Committee with responsibilities:-

a. Rally Book 2019

Nil to report

b. Centre Sales

Some fluids have been sold since last meeting

c. Web Site

Currently this is all in order.

d. Centre Equipment/Signs

DW sought consent to buy some corrugated plastic to make new rally signs. Agreed.

e. Welfare/Plaques

Nil to report.

13. Centre Anniversary Rally

This was discussed at length with regards to the format, supply of food, entertainment and costings. We have booked 'Dumb Waiters' for the Saturday evening and 'Forever Young' for the Sunday. DW reported that the lamb roast is not available. FP reported that the platters were too expensive. It was agreed that we will have a Hog roast on Saturday evening.

Sunday will be a garden party with ralliers bringing their own food. The price was discussed and agreed. It was decided that we will require attendees to pay in full at time of booking. CW will draft a booking form.

14. Party Tents

Discussed at agenda point 5.

15. New Year Rally

Nil to discuss

16. AOB

JF Rally Fees. Dealt with at agenda point 9.

PF New ralliers. PF reported that at a recent rally a person emptied his toilet in the school toilet as opposed to using the elsan. He asked what guidance first time ralliers are given. This was discussed with various views being put forward. It was agreed that DW will make some new signs and NH will produce a short leaflet with important information for first time ralliers.

CW reported that she wished it to be minuted that some venues now require us to carry out a written risk assessment and that NH has created a document that seems to cover this. NH reported that we have to risk assess the rally field and not the whole venue.

17. Date and venue of next meeting

Wednesday 14th March 2018, The White Swan, Arundel.

Meeting closed 9.15 pm.

FP thanked everyone for attending.

Nick Harris

Secretary.