

# MOTORCARAVANNERS' CLUB CHILTERN GROUP

## 57<sup>TH</sup> ANNUAL GENERAL MEETING Padworth Village Hall, Padworth Lane, Padworth, Berkshire, RG7 4HY

12<sup>th</sup> OCTOBER 2019 at 11am

### MINUTES

#### 1) WELCOME AND INTRO

The Chairman declared the meeting open. He welcomed the President Peter Randall, and said that voting would be carried out by a show of hands.

#### 2) APOLOGIES FOR ABSENCE

Paul Prebble	Sue Prebble	Bob Hopper
Rita Hopper	Sharon Heritage	Paul Walker
Vivien Lee	Peter Lee	Alan Burstein
Ros Burstein	Paul Maguire	Angela Maguire
Pam Barrett	Val Clarke	Sue Armfield
Dave Armfield	Roy Ward	Merle Harrison
Barry Harrison	Mike Swift	Victoria Swift

#### 3) MINUTES SILENCE FOR ABSENT FRIENDS

A Minutes silence was held

#### 4) MINUTES OF THE 2018 ANNUAL GENERAL MEETING

A few minor amendments had been made to the 2018 Minutes – one in particular to mention is that the £9.00 blanket rally fee should in fact read £12.00. The Chairman asked for the Minutes to be approved with the amendments made. Roger Green proposed and David Moth seconded the proposal. A unanimous vote accepted the Minutes.

#### 5) MATTERS ARISING

Miranda Whitby asked about rally fees – the Chairman said it would be appropriate to discuss this at the Members Meeting

#### 6) REPORTS

##### a) CHAIRPERSON

Thank you all for coming to this year's AGM, despite the weather having turned out the way it has. I will introduce each member of the current committee and I thank you all for your hard work throughout the year. The past 12 months have been a challenge. We gave ourselves a target which we have achieved, by using the rallies booked by the previous committee, and by booking additional rallies. We have also booked many rallies for the coming year, resulting in a decent programme for 2020.

There have been many positive developments. Ian our web Master set up our Chiltern website within a very few days. This can be developed further, and if anyone has any ideas please let him know. Both Ian and Wendy our Secretary have put a lot of the records onto a hard drive, which will reduce the number of paper records held and also make it easier as and when new officers take over. Emlyn our Treasurer has streamlined the finances, and we no longer have to rely on cheques being passed on in the post as finances are now internet based. Martin our Rally Officer will be giving a report regarding booking rallies shortly. I would also like to thank Caroline who took on the job of centralized bookings. Thank you to all the Committee, particularly Martin Andy and Robin who all did sterling jobs and who are leaving us.

We re-introduced the Day Meet this year, and also kept the February rally. 43 members attended the Day Meet, and we are on board for another Day Meet next year. We had an

Easter Rally at Caistor and 25 vans attended, the maximum the site could accommodate. We had an Extravaganza during the August Bank Holiday, and 40 vans attended, again the maximum number permitted by the site. The Stoke Bruerne rally during which the Village at War took place had 41 vans. The Brixham holiday rally in September where the maximum number of 36 vans attended was another success.

We now have an Agency which we use for entertainment – we used them to book a male singer for the Extravaganza (no bad comments were received) and we have also booked a female singer through them for tonight. We are hoping to make more use of the Agency and hire more halls at rallies.

With regard to the Christmas rally we have 7 spaces left. It is more expensive this year, but if you wish to attend please see Julie. We will close bookings on the 1<sup>st</sup> November.

To sum up with the motto I have previously used, without rallies we have nothing. It is the first time for me as Chairman where all rallies for the forthcoming year have hosts. I am blown away. We are in a strong position with a full committee.

## **b) SECRETARY**

Number of Members 2018: 249

Number of Cancellations: 31 for a variety of reasons (this figure includes ex Surrey members who transferred to Chiltern and decided to cancel their membership altogether)

Number of Lapsed: 28

Number of Transfers Out: 4 (two of which were ex Surrey members who wished to be in an alternative group)

Number of Transfers In: 3 (plus 36 ex- Surrey members)

Number of New Members: 38

Number of Members 2019: 268

The figures do not add up exactly, as up until recently head office only informed us of new members, lapsed members and cancellations once a month. The new system introduced recently informs secretaries of new members, lapsed members and cancellations on a daily basis by email.

Based on the rallies that have taken place from the AGM 2018 and the Stoke Hammond rally last week, the average Rally attendance is 21 units – this is higher than last year's average of 15 units per rally.

Max attendance: 41 (Stoke Bruerne)      Min attendance: 4 (Stoke Hammond)  
these figures include both Chiltern members and members from other groups)

76 Chiltern members attended rallies overall. This was 4 more than 2018.

Most rallies attended by an individual member during the year was 18 out of the 22 rallies actually run – Bill Fry.

Just one rally was cancelled (or rather postponed)- The Old Dairy Farm, Stoke Hammond in June due to wet conditions.

## **c) TREASURER**

The opening balance as at 1<sup>st</sup> August 2018 was [REDACTED] and the closing balance at the year end 31<sup>st</sup> July 2019 was [REDACTED] a reduction of [REDACTED]. The reason for the reduction is a very late cheque presentation (issued 29<sup>th</sup> July cashed on the 10<sup>th</sup> October to Retrofest for £[REDACTED]), which if adjusted for would show a rally surplus of [REDACTED]. With the demise of Surrey Group we had [REDACTED] paid to us from Head Office in March 2019. It does appear from these figures that the [REDACTED] standard rally fee is working and allows us to give a bit back to the members at certain rallies such as the Easter subsidised carvery and the Brixham cream teas.

We have also purchased assets to the value of [REDACTED] in the financial year, and paid rally deposits amounting to [REDACTED]

Lloyds Bank are particularly strict on the wording of cheques. We are in the process of instructing the bank to accept cheques in the name of "Chiltern MCC" as well as the rather lengthy and often wrongly entered "Motorcaravanners Club Chiltern Group". We are in the process also of obtaining debit cards for the Treasurer and Secretary to alleviate cash being drawn from their personal accounts.

As at today's date the bank accounts show a healthy [REDACTED] from which solid base we hope to continue the policy of benefitting the Membership.

#### d) RALLY OFFICER

We have had a good year of rallies, due to both the previous Rally Officer Gabrielle's booked rallies and Mick Mead's persistence to book more rallies. We have 24 rallies booked for the coming year. 16 are confirmed and the others are almost completed. These include Apps Court which we now own, but which Sussex and Kent are running. There will be a VE Day party during this rally. We have rallies both before and after the 2020 Nationals, and various holiday rallies – South Lychett Manor during Easter, Fort Widley, Portsmouth in July, Wadebridge in October and Brixham at the start of November. There is also a French holiday rally planned for September.

Thank you to Mick for some of the more exotic holidays, and thank you to all the stewards for next year's rallies. The rallies could not be run without them.

It has been a hard job being the Rally Officer, and due to that and the upset with the committee at the start of the year I have decided to stand down.

#### e) EQUIPMENT OFFICER

All shelters have been stored for winter. Road signs are still available for future rallies as are the white boards and reception sign. Number 2 shelter has been written off at a value of £150.00. We have purchased a new sound system at a cost of £160.00 and a Bluetooth box at a cost of £13.00. I have topped up the ground pegs at a cost of £25.20. All old shelter parts have been scrapped. The Fred Henley Bell is missing. All other equipment is accounted for.

A big thank you to all members for moving equipment around.

### 7) ELECTION OF THE 2019-2020 COMMITTEE

Pete Randall took over as chair for election of the new committee.

The following were elected unanimously:

Position	Nominee	Proposer	Seconder
Chairman	Mick Mead	Raymond Barrett	Pamela Barrett
Rally Officer	Julie Noakes	William Fry	Ian Holloway-Smith
Treasurer	Emlyn Evans	Alan Burstein	Ros Burstein
Secretary	Wendy Jefferson	Shirley Ingham	Lyndy Swain
Vice Chairman/ Web Master	Ian Jefferson	Shirley Ingham	Lyndy Swain
General	Roy Ward	William Fry	Julie Noakes
General	Carole Ward	William Fry	Julie Noakes
General	Stephen Wynn	Shirley Ingham	Linda Green
General	Marion Wynn	Shirley Ingham	Linda Green

**8) ELECTION OF PERSON TO EXAMINE THE ACCOUNTS**

Emma Radley was proposed as accounts examiner by Peter Randall and seconded by Tina Stockall.

**ANNUAL GENERAL MEETING WAS CLOSED at 11.40pm**

## Financial Report for A G M 2019

Dated 12 October 2019

The opening Balance at 1st August 2018 was ██████████ and the closing balance at year end 31 July 2019 was ██████████ a reduction of £██████████

The reason for the reduction is a very late cheque presentation (issued 29th July cashed 10th October to Retrofest for ██████████) which if adjusted for would show a rally surplus of ██████████. With the demise of Surrey Group we had ██████████ paid to us from Head Office in March 19. It does appear from these figures that the ██████████ standard rally fee is working and allows us to give a bit back to the members at certain Rallies such as the Easter subsidised Carvery and the Brixham Cream Teas.

We have also purchased assets to the value of ██████████ the Financial year and paid rally deposits amounting to ██████████

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As at today's date the bank accounts shows a healthy ██████████ from which solid base we hope to continue the policy of benefiting the Membership

## Income and expenditure Account Year ending 31st July

Opening Balances		
Cash in Hand		
Current Account		
Total opening Balances		
Income		
Surplus from Rallies		
Surplus on Insignia		
Donations received		
Bank Building society Interest	£ 0.00	£ 0.00
Other	£ 0.00	£ 0.00
Equipment	£ 0.00	£ 0.00
Rally Books		
Total Income		
<b>TOTALS</b>		
Expenditure		
Printing & Distribution Rally Programme		
Postage & Telephone		
Stationery		
Social Expenditure		
Subscriptions & Donations		
Other		
Equipment		
Total Expenditure		
Closing Balances		
Cash in hand		
Cash at Bank		
Total Closing Balances		
<b>TOTALS</b>		
<b>Of which is protected fund</b>		
1. Rally shows deficit through late cashing of Retrofest		
29 July 2018 but not cashed 10 October 18		
2. MCC funds in from closure of Surrey Group.		
3. Two repayments MCC received in this financial year.		

Income and expenditure Account Year ending 31st July

Opening Balances		
Cash in Hand		
Current Account		
Total opening Balances		
Income		
Surplus from Rallies		Note 1
Surplus on Insignia		
Donations received		Note 2
Bank Building society Interest		
Other		
Equipment		
Rally Books		Note 3
Total Income		
<b>TOTALS</b>		
Expenditure		
Printing & Distribution Rally Programm		
Postage & Telephone		
Stationery		
Social Expenditure		
Subscriptions & Donations		
Other		
Equipment		
Total Expenditure		£ 10,000.00
Closing Balances		
Cash in hand		
Cash at Bank		
Total Closing Balances		
<b>TOTALS</b>		
<b>Of which is protected fund</b>		

1. Rally shows deficit through late cashing of Retrofest Cheques presented 29 July 2018 but not cashed 10 October 18
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15-08-2019

NAME	EQUIPMENT	NUMBER		
Robin Spence	SHELTER	NUMBER1	+one pole	Newone
New one to be found	SHELTER	NUMBER2	+one pole	
Emlyn Evans	SHELTER	NUMBER3	+one pole	Spare Parts
	SHELTER	NUMBER4	+one pole	Ripped roof spare parts has been scraped now used as spares
Emlyn Evans	SHELTER	NUMBER5	+one pole	
Bill Fry	SHELTER	NUMBER6	+one pole	
Mick Mead	SHELTER	NUMBER7	+one pole	
Pete Randall	Music box	Sqwark Box PA system		
Pete Randall	Chiltern Flag			
Clive Swift	Chiltern Banner		National Banner	
Pete Randall	Reception sign x2			
Pete Randall	Old Chiltern Banner	(White Loin)		
Robin Spence	New reception sign			
Ray Barrett	Bag of Direction signs	NUMBER 1		
Robin Spence	Bag of direction signs	NUMBER 2		
Emlyn Evans	Cheque book			
Robin Spence	Electric Urn and drinks stuff			
Paul Prebble	Raffle box			
Robin Spence	Pump pots x 2			
Maggie Blake	Plaques			
Emlyn Evans	Feather Banner	NUMBER 1	Bag zip damage	
Robin Spence	Feather Banner	NUMBER 2	Bag damage zip broken	
Sharon Heritege	Marque			
Emlyn Evans	Pillory			
Sharon Heritege	Big lights			
Pete Randall	2 Reception Signs			
Pete Randall	1 Splat the rat inc. Will donate if wanted			
Robin Spence	Orange direction Signs	6 Signs		
Paul Prebble	2xLED strip Lights			3xLED strip light scraped 23 08 2018
Pete Randall	BELL			





## MEMBERS MEETING

The members meeting was opened by the incoming Chairman who then addressed the meeting. He stressed that the matters discussed were not binding as we had a new committee, but that they would be canvassed at this afternoon's Committee Meeting.

The Chairman said that we were a team of individuals and that sometimes we did have differences of opinion and did argue, but that in the end we had a good strong team of people on the committee. He asked people to come and talk to the committee if they had a beef about anything.

The Chairman welcomed Essex members who were visiting us.

It was announced by the Chairman that the "Free night" scheme the club had for every 20 rallies attended would be stopping. It was becoming hard to administer. Those who were very near to earning a free night would be given a ticket however. Instead we would award at each AGM a gift to the unit that had attended the most rallies throughout the year. This year Bill Fry had attended 18 rallies out of a possible 22 and was given a £25.00 prize.

Bookable rallies – The Chairman said that although we did not like them, it was sometimes necessary to make a rally bookable either because of the number of units that could fit on a particular site or because the rally was on a commercial site where the number of units attending was needed. The committee would be discussing at their meeting that afternoon the question of deposits and payments in advance of bookable rallies. On that note, Julie would be taking bookings for such rallies, and on receipt of a booking she would send email confirmation and details of how much to pay and when that payment was required.

Visitors – It had been decided that in future any family and friends visiting members at rallies must have their names entered on the booking in sheet for that rally. The host would need to be informed of arrival and departure times. This was for insurance purposes. Any visitors partaking in tea/coffee and biscuits, or any entertainment, would be charged a fee of £2.00 per adult. The members agreed that this was fair.

Rally fees – The Chairman said that up until last year members paid a site fee plus a rally fee in addition. At last year's meeting some members had requested that we have a flat rate cost, and this had been agreed at £12.00 per unit per night. The rallies for the forthcoming year were proving on the whole to be a little more expensive, but it was agreed that we could leave it at £12.00. It made life a lot easier for the hosts. Any rallies that were a lot more would be charged more, but in contrast Bicester Rally for example was only £5.00 per unit per night and we either could charge less than the £12.00 or if we did charge £12.00 we would throw something in.

Valid Membership – The Chairman informed members that some Groups had encountered incidents where – because membership cards are issued before the MCC take payment – that payment had not been received by MCC, yet the members had a card with a valid expiry date on it and turned up at rallies. This could result from a failed or cancelled direct debit, to maybe the member forgetting to respond to a reminder. Either way, members should check their payment does go to MCC. Rally Stewards would still need to allow a member to attend the rally if they present a valid membership card. Any queries such as members arriving without a valid card or people arriving to say they have only just joined and have not yet received their card can be referred to the Secretary if they are available. All MCC Secretaries have a live database of membership status.

Forthcoming rallies – the Chairman said that St Peters School in Old Windsor had been booked for the 15<sup>th</sup> to 17<sup>th</sup> November, replacing Edward Peake School in Biggleswade. This was not bookable and was a 5.00pm start. Tina Stockall said she did not live far away and could check the grounds to make sure they were dry. The Chairman said that he would update the hotline when he arrived at 4.00pm on the 15<sup>th</sup>. There was hardstanding which would take 15 to 20 vans. Lyndy Swain said that she had a 3 hour drive and would be well on her way by the time she could check the hotline. Renato Giazzi said he also lived near and would check the grounds the day before. Miranda Whitby asked if it would be more sensible to make it a bookable rally. The Chairman agreed to make it a bookable rally.

Apps Court rally in May 2020. Sussex Group were running this rally although the area was Chiltern. They already had made arrangements to have a rally there.

South Lychett Manor rally over Easter 2020 – This was a bookable rally. There were 29 pitches available with electric. Bookings can be made with Julie.

Swiss Farm Extravaganza over the August bank holiday 2020 – this was not a bookable rally as there is plenty of space there.

The French Rally in Normandy in September 2020. 35 pitches were available. Steve and Marion Wynn were running this rally with the assistance of Pat and Jan Carter. The Chairman stressed that the Whats App interest in France group and actually booking with Julie were two separate things.

We were running two back to back rallies at the end of October/beginning of November 2020 – the first in Wadebridge for a week, and the second in Brixham for a week. These were both 7 day holidays and were each bookable for 7 days.

### **Questions and Comments from the members.**

Lyndy Swain asked if members could attend a holiday rally just for a long weekend, as it was difficult for working members to attend for a whole week. The Chairman said that it was not possible. The sites wanted their pitches used for the duration of the rally. It may be possible to book direct with the site but you wouldn't be part of the rally. He said that these holiday rallies were not to be confused with casual campsite rallies which were very different. Miranda Whitby said that the holiday rallies were good for those members who did not work, emphasising that she was making a positive comment.

Tina Stockall mentioned the need to be aware of money laundering when changing the description of the name on a cheque made payable to the Club. Emlyn said that we were making an application to the bank for them to accept cheques made payable to Chiltern MCC. Ken Blake asked if the exact details of the name to be used on cheques could be put on our website. It was also suggested that we post our bank details on the website. The chairman said we would discuss this at the forthcoming Committee meeting.

Bill Fry asked if we would consider rally fees for single people. The chairman said that we had already previously considered this, but that it was not financially possible to do so, particularly looking at next year's costs.

Chris Bedwell asked if it was possible to have information on rallies regarding disability access. The Chairman said he would try and do a Whats App note on each rally with this information. Miranda Whitby also suggested googling any commercial site that we were rallying at for this information.

Roger Green asked if, instead of the "free night" scheme which we were scrapping, we could be given plaques instead when reaching a certain number of rallies attended. The chairman said that this would still require a certain amount of working out, but that the committee would look into it, and possibly have holiday rally plaques. We would probably arrange for 60<sup>th</sup> Anniversary plaques for the year 2022, and on the subject of our 60<sup>th</sup> anniversary we would probably have a weekend rally with decent entertainment, using some of the money that we have in our account.

Finally the Chairman said that we were always looking for new sites, particularly those with a hall that we could use.

The Meeting closed at 12.40pm

## COMMITTEE MEETING MINUTES

Venue: Padworth Village Hall, Padworth Lane, Padworth

Date: Saturday 12<sup>th</sup> October 2019 at 2.00pm

### Present:

Mick Mead – Chairman  
Ian Jefferson – Vice Chairman and Web Master  
Wendy Jefferson – Secretary  
Emlyn Evans - Treasurer  
Julie Noakes – Rally Officer  
Steve Wynn  
Marion Wynn  
Carole Ward

### Apologies:

Roy Ward

### **Actions required in bold**

#### Appointment of new Equipment Officer (in future to be called Quartermaster)

Roy Ward had offered to be the new Equipment Officer (Quartermaster), taking over from Robin Spence. Robin had offered to continue to do the job without being on the Committee but it was decided to keep the job within the Committee. Discussion took place as to where equipment could be stored. A suggestion was made to have a storage unit but after discussion it was decided to leave the matter in abeyance in the hope that various members would store for us.

#### Bookable holiday rallies

It was agreed that all moneys must be paid two months in advance of a bookable holiday rally, so as to hopefully stop members dropping out at the last minute. If a booked member found they were unable to attend a rally they had paid for then the onus would be on them to find a replacement and recoup their fees from that member.

Discussion took place with regard to payment from members attending the French rally next year. Various payment plans were discussed, and in the end it was agreed to use the Club bank account to pay moneys into. **Emlyn to organise.**

So far as holiday rallies were concerned, Ian said he felt we needed to be seen to be looking at ways in which members who could only attend for part of the time could still enjoy holiday rallies. After some discussion it was agreed that Mick would contact Brixham to see if there were any additional pitches available for any members who could only do part of the rally. It was agreed that these could only be offered once all the full time pitches had been taken, and that any members attending for part of the time had to arrive at the start of the rally so as not to inconvenience the rally stewards. **Mick to contact Brixham.**

With regard to the French rally, if a member was not able to attend for the whole of the rally it was open to that member to contact and book with the site direct. That member could then meet up with the members on the rally and pay their share of any activity or refreshments in which the members of the rally may be partaking in.

#### August Bank Holiday at Swiss Farm Henley

After discussion it was agreed to make this an Extravaganza. Most of the Committee would be there. There was no need to make this a bookable rally as there is plenty of space there. An idea of numbers attending however would be useful for catering purposes.

#### Christmas 2019

It was agreed that we should ask Caroline to organise the decoration of the tables again this year, as last year's decorating was very successful.

Wendy is to get boxes of biscuits and wrap them up – enough for one box per unit. **Wendy to organise.**

Carole said she would prepare place names. **Carole to prepare.**

Raffle. Emlyn said he would purchase prizes to the value of £50.00. **Emlyn to purchase prizes.**

It was agreed after discussion that we would do a seating plan. **Julie and Wendy to prepare.**

Mick said he would prepare the Programme. **Mick to prepare.**

The weekend would run as follows:

Friday evening – team game (suggested by Steve) involving a building project using marshmallows, paper straws, wooden skewers etc. **Steve to purchase materials (or arrange for someone else to if not attending the rally).**

Saturday 11.00am – Coffee and mince pies. We would ask Pearl to purchase the mince pies.

Saturday evening – Christmas Dinner and disco. **Emlyn to speak to entertainer to see what time he wished to set up equipment and start the disco.**

#### Bank account details

It was agreed by all that we should not be publishing our bank account details on our Club website as this information could be used by hackers etc. Details of the new name that cheques can be made payable to "Chiltern MCC" could however be put on our website. **Ian to organise.**

#### Award for most rallies attended

It was agreed by all that we would continue to give an award to the unit that attended the most Chiltern rallies – the period to run from the AGM in any year to the rally before the AGM in the following year. This replaces the "Free Night" Scheme which we have now stopped. **Wendy to calculate for next year's AGM.**

#### Rally costs 2020

After some discussion it was agreed that normal rallies would be at a cost of £12.00 per unit per night regardless of the cost to the Club, and holiday rallies would be charged at an appropriate rate to cover site fees.

#### Venue for our 60<sup>th</sup> Anniversary 2022

Mick said we needed to give some thought as to a venue for this celebration as we wanted to make it a special rally. Steve said that Ashton Rugby Club near Stoke Bruerne was a nice venue, where 30 to 40 vans could be accommodated. **Mick and Julie to visit and investigate.**

The Meeting ended at 4.30pm

Next Committee Meeting – during the Windsor Rally 15<sup>th</sup> to 17<sup>th</sup> November 2019