



MOTORCARAVANNERS' CLUB CHILTERN GROUP

**61st ANNUAL GENERAL MEETING
St. Peters School, Crimp Hill, Old Windsor**

28th OCTOBER 2023 at 11am

AGENDA

1) WELCOME AND INTRO

Intro council and committee members

Explain that Voting is by show of hands

Declare meeting open (Chair)

I hereby declare to Members that this meeting, the 61st Annual General Meeting of the Chiltern Group of the Motor Caravanners Club, is now convened.

2) APOLOGIES FOR ABSENCE - received from:

Angela & Paul Maguire

Vanessa & Paul Hipgrave

Dawn & Steve Bailey

Susannah & Clive Swift

Marion & Steve Wynn

Dianne & Ivor Tabor

Hazel & Peter Randall

Jan & Pat Carter

Ros & Alan Burstein

Anne & George Linley

Elaine & Mike Hurley

Del Gosling - President

plus any notified from the floor or received after production of Agenda

3) MINUTES SILENCE FOR ABSENT FRIENDS

4) MINUTES OF THE 2022 ANNUAL GENERAL MEETING

Any comments on accuracy

Vote on acceptance

5) MATTERS ARISING

6) REPORTS (where provided)

a) CHAIRPERSON

Committee Guide

- b) SECRETARY *The supplementary document has been reviewed and is up to date.*
 - c) TREASURER requires acceptance
 - d) RALLY OFFICER
 - e) EQUIPMENT OFFICER
- 7) ELECTION OF THE 2023-2024 COMMITTEE
Explain who is up for election – hand over to Volunteer to conduct election
- 8) ELECTION OF PERSON TO EXAMINE THE ACCOUNTS
- 9) Declare ANNUAL GENERAL MEETING CLOSED

INTERVAL FOR REFRESHMENTS

MEMBERS MEETING *Welcome*

MOTORCARAVANNERS' CLUB

CHILTERN GROUP

61st ANNUAL GENERAL MEETING

St Peters Middle School, Crimp Hill, Old Windsor, SL4 2QY

28th October 2023 at 11am

MINUTES

The Meeting was brought to order and opened at 1102 a.m. on the 28th October 2029, by Mrs Carole Ward, the Chair.

Members present 51 of which 7 were committee members.

Chair. I would like to open the 61st Annual General Meeting of the Chiltern Motorcaravanners Club. When we have a vote it's going to be by a show of hands.

The meeting is being recorded for transcribing purposes, does anybody have any objections to this. The current committee are sat the front and are :

Pete Ingham - Secretary
Roy Ward - Treasurer
Sharon Heritage - Rally Officer
Shirley Ingham - Bookings
Roy Ward - Equipment Officer
Paul Walker
David Moth

Apologies

Steve and Marion Wynn, Angela & Paul Maguire, Vanessa & Paul Hipgrave, Dawn & Steve Bailey, Susannah & Clive Swift, Dianne & Ivor Tabor, Hazel & Peter Randall, Jan & Pat Carter, Ros & alan Burstein, Anne & George Linley, Elaine & Mike Hurley, Val Clarke, Mabel & Ian, Derek Gosling

Minutes Silence for Absent Friends

For those that have passed on and also for those that are too poorly to come along.

Minutes of the 2022 AGM

There were no comments on the 2022 minutes Therefore a proposer and seconder were requested.

Proposer Tina Stockall **Seconded** Martin Borrill **Vote** Carried unanimously.

Officers Reports

Chairperson's Report

I can't believe it's been a year since I had the privilege of becoming your chairperson and the time has gone so quickly and here we are again.

I hope you will see when my fellow committee members update you, that we have listened to your questions and comments put forward at last year's AGM. We have found ways to give back to members who attend our rallies. We have introduced the loyalty scheme, updated our equipment, subsidised rallies and provided more catering. However, we are always open to further suggestions to enhance your rallying experience.

I am part of a fantastic committee and we have worked so well as a team together this year.

Sharon has the challenging job of booking the rallies, providing a varied programme of differing length and location for us to enjoy this year.

Paul has done a tremendous job managing our communications to you, both on WhatsApp and Facebook. These are our main forms of communication to you so make sure you have access. He has also introduced the Newsletter

Pete and Shirley organised the printing of this year's rally programme and Pete has been kept busy sending these out to new members during the year. Pete has also ensured there is an accurate record of our committee meetings which we have held regularly throughout the year. Plus Pete has spent time learning how to update a website in order to fix ours. No mean feat I understand.

Shirley has been extremely efficient in managing bookings for bookable rallies and expressions of interest for others. It does help stewards to plan rallies if we have an idea of the numbers attending.

Dave has been a great team player in helping out where necessary with ideas and decision making.

Lastly, I guess I should mention my husband Roy for undertaking the difficult job of treasurer, managing our finances and making sure any decisions and ideas can be afforded. He also looks after the club's equipment making sure it is at rallies if needed.

I am so grateful that they are all willing to stand again for another year. However, it would be great if others could consider joining us on the committee to help run our group. Please speak to us if you are interested.

To say the weather has thrown some challenges this year is an understatement, but we have risen to that challenge mainly thanks to Sharon's hard work in finding replacements at very short notice. Drove Lee last Easter is a great example. Cancelled 2 weeks prior to the start date due to waterlogged ground - within 6 hours of notification Sharon had secured a fantastic deal with S Lytchett at a great price on hard standing and EHU. It's a shame storm Noah decided to join us there. However, the sun did shine on us at many other rallies – Basingstoke Canal Museum and Long Wittenham to name two.

It has been great to have more members attending our rallies this year and I am sure you would all agree that Sharon has found some fantastic new sites and there are more new ones planned for next year. However, we need some of you to volunteer to host the rallies as without stewards the rallies cannot go ahead. The list is over there so please sign up. If you have not hosted a rally before, consider co-hosting or speak to one of us to find out more.

Lastly, I would like to thank you all for your support over this past year and look forward to motorhoming with you next year.

Secretary's Report

Membership. Our membership numbers remain healthy with a current membership of 222 paid-up members, 2 cancellations and 13 'lapsed' members for a total of 237, against the 2022/23 total of 235. We have sent out 52 Rally booklets to new members, 4 of which were PDF/Email as we had run out of hard copies.

Correspondence. Our preference is to use email where possible, however it is understandable why some individuals are unable to use this system. Our alternatives are **Whatsapp, Facebook** (which Paul looks after) or text message (if we have a mobile number) and even as a last resort, Royal Mail. We currently have 30 members of Chiltern who cannot be contacted by email, any help towards this situation is welcomed.

Motor Caravanner Magazine. Thank you to all the ralliers who have submitted rally reports for the magazine, It flies the flag of the Chiltern Group as well as the MCC when read by non members, it also acts as a recruiting tool when we show what we are up to. I do submit the accompanying photos but often they get the editorial chop when space is tight.

Website. I am slowly learning how to work the website (chilternmcc.co.uk) and any suggestions for improvement are welcome, also any photos or trip reports would be appreciated (remembering the website is open to public viewing!)

That concludes my 2023 report.

Treasurer's Report

Treasurer's Report 1st August 2022 - 31st July 2023 In response to the views expressed by members at last year's AGM I have produced a more detailed table of the accounts in addition to the main balance sheet. As you can see on those sheets the financial year has been one of 'giving back', resulting in a reduction of the balance by [REDACTED]. The Xmas rally at Hurst College and this year's day meet at Barnstones were intentionally run at a loss. In addition other rallies were subsidised such as the entry fee to the Ducklington Steam Fair and food at British Sugar and Stoke Bruerne. Going forward the loyalty scheme for those attending Chiltern rallies will further benefit those members, where a full card will entitle them to two free nights at a Chiltern rally. The loyalty scheme by its very nature will load costs into the running of future rallies, to cover this the protected fund has been raised by the committee from £2750 to £3250. In this current year, 2023 to 24, I expect a further reduction in the balance. Whilst I can not predict this exactly I do not expect this to be as large as the year just gone. The reason I believe this is that there has been an increase in numbers of members attending rallies in 2023, if this continues there will be a reduction in losses. Finally I would like to express my thanks to previous treasurer Emlyn Evans for the efficient handover and assistance he has given to me in my first year in the role. Also I would like to thank another previous treasurer Paul Prebble for sharing his experience when a similar loyalty scheme was run in the past. Roy Ward Treasurer

Vote. Proposed: Tina Stockall **Seconded:** Paul Prebble **Vote** Carried unanimously.

Rally Officer

We had a number of rallies cancelled or abandoned due to the rain. Including Ducklington, and Drove Lea Farm, which was rearranged for South Lytchett Manor. The weather did have another go at us, but we bravely battled on, including the hardy souls that did manage to make it into the shelter.

We also had Esher cancel at the last minute, I rearranged that to Cropredy, and that too was cancelled due to the rain.

We attended two new rally sites being at Aston and Cote, and Long Wittenham, and if you missed that one, then you missed the incredible Pendon museum.

Numbers are going up, the most attended Rally was at Home Farm, kindly Stewarded by Mick and Julie.

The Hayling Island Rally was fully booked, and we had great weather, even if it did give me some more grey hairs!

Basingstoke canal centre was brilliant, we had perfect weather, and all the members took part in the fun and games.

Looking forward to next year, we once again have a pretty varied spread of rallies.

An old favourite being Apps Court, unfortunately they would ONLY do a midweek rally.

I've also managed to find a couple of new Chiltern venues.

The AGM has once again been booked for school half term, ensuring an early start, again, at another new venue.

Cottesloe School unfortunately couldn't guarantee the New Year, due to building works, so with kind permission of East Wessex, we are returning to Hurst for the New Year, including a daylight arrival.

Once again if you pass on any potential rally venues, I promise I will look into them next year.

Equipment Officer

All of the equipment is accounted for with the exception of 2 x feather pot stands and 2 x coffee flask pumps. These were held by the late Ray Barrett, but unfortunately could not be located when the items he held were collected. I would like to express my thanks to Robin for collecting the groups equipment. Concerning the shelters a new one was purchased during the year but two others have become unserviceable leaving a total of Four. Two new shelters will be purchased as replacements. A new Feather Flag has been purchased. I would also like to express my thanks to Phil Boshier who has PAT tested our electrical equipment. Urn, Speaker/sound system, lighting sets and conversion lead. Lastly I would like to thank all members who have helped store and transport equipment over the last year. This benefits all members of the club so thank you on behalf of the membership. Roy Ward
Equipment Officer

Carole Ward. Now that concludes all the officer reports, so what we have to do now is the whole committee now stand down, this is the way we do it at Chiltern and a nominated member will read out the nominations for the new committee.

ELECTION OF THE 2023 - 24 COMMITTEE

The outgoing committee all stood down to the applause of the membership. Tina Stockall took over the chair for the election of the new committee.

The following offered themselves for election and all were elected unanimously:

Position	Nominee	Proposer	Secunder
Chairperson	Carole Ward	Viv Lee	Christine Bedwell

Rally Officer	Sharon Heritage	Sue Prebble	Peter Randall
Treasurer	Roy Ward	Paul Prebble	Hazel Randall
Hon Sec	Peter Ingham	Carole Ward	Roy Ward
General	Paul Walker	Paul Prebble	Hazel Randall
General	David Moth	Christine Bedwell	Sandra Yates
General	Shirley Ingham	Bev Stockbridge	Ian Willser

The newly elected committee then returned to the table for the continuation of the meeting.

ELECTION OF PERSON TO EXAMINE THE ACCOUNTS

Ian Curley was proposed as the accounts examiner.

Vote Proposed Tina Stockall **Seconded** Paul Prebble

Vote For 51, Against nil, Abstentions nil.

The 61st ANNUAL GENERAL MEETING WAS CLOSED AT 11:37 HOURS

MCC Chiltern Group

Members Meeting

Sat 28 Oct 2023

The meeting opened at 11:55 attended by 51 group members.

Paul Prebble stated he didn't like using What's App because of the amount of drive that goes on. He asked if it was possible to edit the group so only useful information was put on it. Paul Walker explained that it was not possible to monitor the information that members put on the site, but asked if all members could be considerate about how they use the site as it is a very useful tool. It can be used by stewards to pass information on while at a rally. Martin Borrill explained that they used WhatsApp a lot with the MCG, often a dedicated message stream per rally, but they hold longer and back to back rallies and so the extra work of managing the message streams is considered worth it. Christine Bedwell asked if we could have separate What's App groups for rallies then cancelled when the rally was over. It was pointed out that this is not possible, as closing a Whatsapp group is not very easy and would cause a lot more problems.

Martin Borrill asked about New Year, wanting to know if the MCG could sit at the same table, also if there was a theme to decorate the tables. Carole said emails with further information will be sent shortly. The email requesting food orders would go out this week and if members had not received it by Friday to let her know. A further email will go out asking for phone numbers and giving information about the activities and decorating vans.

Ian Wilsher asked if we could have more overnight spaces for the AGM, as people could not get booked onto the rally. Sharon Heritage stated that we have a new site for next year and this can take 50 vans. Sharon also mentioned the ULEZ around London causing problems for booking rallies.

Linda Green asked if the New Year Rally replaced the Christmas party. Carole Ward replied yes, explaining it is a lot of hard work for 2 nights and can only be held in November, as schools hold their Christmas activities. Members can only arrive after 17:30 in the evenings and many are not happy with arriving in the dark.

Roy Ward thanked Phil Boshier for doing the PAT testing and Emlyn Evans for supplying the PAT testing machine.

Carole has asked for members to consider hosting rallies. If they are unsure as to what is required a committee member will assist. If we have no stewards we will have to cancel rallies.

Tina Stockall asked the members to show their appreciation of the committee for their hard work during the previous year

The Meeting closed at 12:12



Motorcaravanners Club CHILTERN GROUP

Income & Expenditure Account Year Ending 31st July 2023

Opening Balance	2022	2023
Cash in Hand	£ 0.00	██████████
Current Account	██████████	██████████1
Total opening Balances	██████████	£ ██████████
Income.		
Surplus / loss from Rallies	£ ██████████	£ ██████████
Surplus on Insignia	£ ██████████	£ ██████████
Donations Received	£ ██████████	£ ██████████0
Total Income	£ ██████████	£ ██████████
Expenditure		
Printing & distribution rally Programmes	£ ██████████	£ ██████████
Postage	£ ██████████	£ ██████████4
Donations	£ 0.00	£ ██████████
Equipment	£ 0.00	£ ██████████
Promotional	£ ██████████	£ ██████████
Internet	£ ██████████	£ ██████████
Other	£ ██████████	£ ██████████
Total Expenditure	£ ██████████	£ ██████████
Balances		
Cash in Bank	£ ██████████	██████████
Cash in Hand	£ ██████████	██████████
TOTALS	██████████	██████████

of which the protected fund is ██████████



Motorcaravanners Club CHILTERN GROUP

Income & Expenditure Account Year Ending 31st July 2022

	2021	2022
Opening Balance		
Cash in Hand	£ [REDACTED]	[REDACTED]
Current Account	[REDACTED]	[REDACTED]
Total opening Balances	[REDACTED]	[REDACTED]
Income.		
Surplus from Rallies	£ [REDACTED]	[REDACTED]
Surplus on Insignia	£ [REDACTED]	[REDACTED]
Donations Received	£ [REDACTED]	[REDACTED]*
Total Income	£ [REDACTED]	[REDACTED]
TOTALS	£ [REDACTED]	[REDACTED]
Expenditure		
Printing & distribution rally Programmes	£ [REDACTED]	[REDACTED]
Postage	£ [REDACTED]	[REDACTED]
Donations	£ [REDACTED]	[REDACTED]
Equipment	£ [REDACTED]	[REDACTED]
Promotional	£ [REDACTED]	[REDACTED]
Internet	£ [REDACTED]	[REDACTED]
Other	[REDACTED]	[REDACTED]
Total Expenditure	£ [REDACTED]	[REDACTED]
Cash in Bank	£ [REDACTED]	[REDACTED]

of which protected fund is £ [REDACTED]

* *All donations kindly received from Del Gosling*

THE MOTOR CARAVANNERS' CLUB LIMITED – CONSTITUTION FOR GROUPS

The Accounts should be Examined and reported in the manner:

THE CHILTERN GROUP
THE MOTOR CARAVANNERS' CLUB

Accounts Certificate

I have examined the Income and Expenditure Account and the Insignia Account for The
..... CHILTERN Group of
The Motor Caravanners' Club, together with the books, receipts, banking and other information
supplied by the Group Treasurer. It is my opinion that the said accounts are a true record of the
financial transactions of the Group during the year ending 31st. July 20²³

Ian Curley (signature)

Honorary Independent Accounts Examiner

20/09/23 (date)

IAN CURLEY (print name)

168 HOWLANDS (address)

WELWYN GARDEN CITY

AZ7 4RQ

Equipment List October 2023

Laptop

Coleman 4.5x4.5m Shelters - 4

Reception Sign (Malvern) - 1

Old Reception Sign - 1

Feather Flag - 1

Sound System with Bluetooth - 1

Urn - 1

Tubular LED (mains) Lights - 3

Power lead - 1

Metal frame directional signs - 2

Chiltern Banner - 1

Marquee - 1

LED Strip lights x 2 - new Oct 23

Equipment written off

Feather Flags (damaged) x 2 - unable to locate at Ray's

Coffee pump pot flasks x 2 - unable to locate at Ray's

Coleman event shelters x 2 - damaged poles and canvas (old items).

Printer - u/s

Chiltern Group MCC Supplementary Document Oct 2023

5. **Group administration:**

5.2 The Group Committee shall comprise of not more than 12 members and not less than 3.

The Officers of the Committee consist of:

- a. Chairman
- b. Secretary
- c. Treasurer
- d. Rally Secretary

5.7 The voting procedure at the AGM is by a show of hands.

5.10 Electing the Group Committee – all Group Committee Members stand down and can stand for re-election.

5.11 The Officers shall be elected at the said AGM by Group members; the nomination and election of Officers and Committee Members to be controlled by an independent arbiter.

5.21 The quorum for an emergency meeting of the Group Committee is 4 including two officers.

6.6.12 **Business proposals:** Procedure for controlling voting at the AGM.

Any financial/administrative changes proposed will be displayed at rallies at least 28 days before the AGM. The Chairman invites a proposer to present the motion and will invite questions or comments before putting the proposal to a vote.

7.1 **Finance:**

The Group funds are held in an account with Lloyds TSB, 27-31 White Hart Street, High Wycombe, Bucks, HP11 2HL.

Account number: 03726928

Sort code: 30 94 28

All cheques require two signatories, and use of the Internet banking facilities also requires two validations

7.6 The amount of money to be held in the protected fund of the combined total of monies held in the Group account is £3,250.00 as agreed at the Committee meeting held in October 23

Additional procedures operated by the Group:

- All rallies start at 12 midday unless otherwise stated in the rally book or on the Group WhatsApp or Facebook Page
- Chiltern MCC operates a WhatsApp Group to update members on news and information regarding upcoming rallies together with a Facebook Page and a Website.
- Whenever possible a Committee Member will be available at a rally to advise and assist or available to be contacted by phone.
- One free stewards place will be given at rallies, except on commercial sites where a discount will be given or when the rally is run by the whole committee i.e special events. If more than one steward van runs the rally the free nights can be split between them This is unless the venue allows both free due to the number of vans attending.
- Chiltern MCC Group operates a Loyalty Scheme entitling members to 2 free nights when the required number of stamps on the card have been achieved. These do not apply to holiday rallies or special events.. Full details can be found on the Loyalty Cards.
- Where electric hook-ups are available but limited in number, Stewards will give priority to members having known medical conditions or special needs. Members having such conditions should contact the Stewards prior to the rally to state their intention of attending the rally.
- Well behaved dogs are allowed in our shelters provided all in attendance agree. The exception is when food is being provided.