

**The Hertfordshire Centre Caravan & Motorhome Club**

**Minutes of committee meeting held on 08 March 2022**

**Video conference**

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| **Position** | **Members** | **Initials** | **Attended** |
| Chairman / Website Editor | Alan Evans | AE | Yes |
| Treasurer | Vanessa Cannon | VC | Yes |
| Secretary | Jean Hickman  | JH | Yes |
| Rally Secretary | Sandie Evans | SE | Yes |
| Social Secretary | Jenny Vardon | JV | Yes |
| Rally Equipment Officer / Health and Safety Officer | Gordon Pearcy | GP | Yes |
| Public Relations Officer | Michele Gilbert | MG | Yes |
| Attendance Officer | Doreen Page | DP | Yes |
| Audio Equipment Officer | Mick Lucas | ML | Yes |

**MEETING MINUTES**

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|  | **Discussion** | **Action To Be Taken By** | **When** |
| **1.** | **Welcome** |  |  |
| 1.1 | The chairman opened the meeting and welcomed committee members.  |  |  |
| **2.** | **Apologies for absence** |  |  |
| 2.1 | No apologies for absence were received.  |  |  |
| **3.** | **Minutes of meetings held on 14 February 2022** |  |  |
| 3.1 | The minutes were agreed to be a true record of the meeting |  |  |
| **4.** | **Matters arising from previous meetings** |  |  |
| 4.1 | There were some outstanding actions, which were carried over to the next meeting. |  |  |
| **5.** | **Chairman’s report**  |  |  |
| 5.1 | AE was pleased to report that there had been 179 bookings for 2022 rallies received to date, which was very positive. He also advised that people had reported that rallies had a really good feeling about them which was encouraging people to book on to future rallies.  |  |  |
| **6.** | **Treasurer’s report**  |  |  |
| 6.1 | VC presented her Treasurer’s report. She reported that the bank balance at the end of January had been £12,096. Expenditure had been £239 from 200 club winners, some secure shredding and a refund. Income had been £1,261 which was for pre-paid rallies and web advertising income. It was noted that the bank balance at the end of February had been £13,117. |  |  |
| 6.2 | The committee was reminded that, in addition to the bank account, the centre had £10,000 lodged with the Club. |  |  |
| 6.3 | VC advised that the 2021 accounts had been emailed to committee members prior to the meeting. It was noted that the accounts had been checked and approved by the accountants. In summary, the Centre had made a surplus on the previous year of approximately £1,250. The majority of surplus was due to reduced printing costs in 2021. Social costs had also been much lower than in previous years. Income had been up on 2020, but still much lower than normal due to the ongoing COVID-19 pandemic. General expenditure was as expected. Stationery expenditure had been higher than 2020, however 2020 had been unusually low due to COVID-19 so it was not comparable. The total balance at 31 December 2021 had been £18,941. |  |  |
| 6.4 | VC also reported that there was £1,325 in the Centre’s charity fund. |  |  |
|  | MG enquired if there was a limit on how much could be spent on a rally. SE advised that there was no limit, however any additional expenditure should be built into the cost of the rally. It should then be put forward for approval.  |  |  |
| 6.5 | VC concluded her report by proposing the Centre’s accounts for approval. After discussion, the committee approved the 2021 accounts. |  |  |
| **7.** | **Secretary’s report**  |  |  |
| 7.1 | JH advised that due to personal commitments, she had not been able to complete her actions from the last meeting.  |  |  |
| 7.2 | JH agreed to print a number of copies of the Centre guidance for some members of the committee. | JH | 05/22 |
| **8.** | **Rally secretary’s report**  |  |  |
| 8.1 | SE was delighted to report that there had been lots of very positive comments from ralliers who had had a really good time at the Valentine’s rally. It was agreed that this had lifted the profile of the Centre significantly and SE advised that on the strength of the Valentine’s rally, a further 6 – 7 units had booked onto the summer ball rally. |  |  |
| 8.2 | The committee was advised that SE and AE had visited Lilley, the venue of the Summer Ball and was pleased to report that the cricket club which uses the same venue had agreed that the Centre could use the cricket pitch. This would allow an extra 15 vans to be cited if necessary. However, it was noted there would be a cricket match at 12noon on the Sunday and therefore only ralliers who were happy to leave early would be sited there. A further nine motorhomes could also be cited on the car park. |  |  |
| 8.3 | SE finished her report by advising that she had confirmed some venues for the 2023 rally programme. |  |  |
| **9.** | **Any other business** |  |  |
| 9.1 | AE asked members to consider what the open weekend in June should include. JV suggested there could be an afternoon tea with a family game that everyone could join in if they wished.  |  |  |
| 9.2 | AE advised that after challenging the Region about rallying not being discussed at meetings, a regular slot had now been added to the agenda of future meetings.  |  |  |
| **10.** | **Close**  |  |  |
| 10.1 | The meeting closed at 08.15pm.  |  |  |