

BERKSHIRE CENTRE CARAVAN CLUB.

Minutes of the meeting held on 8th October 2024 at Padworth Village Hall.

The Chairman opened the meeting at. 7.02pm

Present

Chairman	Phil Tidbury	Committee	Stuart Bradley
Vice Chairman	Mark Parker		Steve Moulds
Secretary	Jane Tuthill		Judy Tidbury
Treasurer	Ian Grover		
Rally Secretary	Jo De'Ath		

1. Apologies

None – all present.

2. Minutes of the meeting held on 6th August 2024

Proposed by Stuart Bradley and seconded by Ian Grover.

3. Matters Arising.

None.

4. Minutes of the Pre-AGM meeting held on 17th September 2024

Last paragraph of AOB deleted.

Amended minutes proposed by Stuart Bradley and seconded by Ian Grover.

5. Matters Arising.

Shed and equipment will be moved to Steve's on 23rd November.

6. Reports

a. Treasurer's Report.

Ian has paid Colleton School for the AGM rally. All AGM expenses have been paid. No invoice received yet from Amners Farm.

b. Rally Secretary's Report.

Rally board filled well at the AGM – 10 rallies still need Rally Officers (2 with venue booking yet to be confirmed).

Jo will contact Abingdon Cricket Club to try to arrange a date in April/May for the March Hare rally due to concerns as to whether the ground will be suitable in March. **Action: Jo**

The 2025 rally programme needs to migrate to the database so that it can be shown on the website. Directions, etc need to be added for new venues. **Action: Ian**

c. Secretary's Report.

All committee members checked the list of their details which needs to be returned to the Club. **Action: Jane**

d. Regional Report.

No report. Notify Regional Secretary (Linda Allen) that Jane is the Berkshire representative. **Action: Jane**

Ian said that the Regional AGM on 12th October will now be a Special General Meeting due to a lack of nominations received. The AGM has been rearranged for 18th January 2025.

e. 200 Club and Competitions Officer Report.

The Lantern rally is the only remaining competition this year.

All numbers have now been sold for the 200 Club.

f. Health and Safety Officer Report.

Stuart has received the incident report from Bucklers Hard. He is unable to upload risk assessments to Google Drive.

Action: Ian/Stuart

g. Communications Officer Report.

Jo asked who to send details to at the Club for events (eg. RetroFest) or items of interest. It is John Thynne, Magazine editor.

Jo is now Admin (as well as Wendy) on the Centre's closed Facebook group. Wendy has created another open Facebook page which can be accessed by anyone; Jo needs to be Admin as well. This contains montages of forthcoming rallies. The montages need to contain links to the Centre's website to book each rally. It needs to say what a rally is and that tents are welcome. It can also link to Instagram.

Action: Jo

Ian said the montages can be added to each website rally page – needs a jpg file. **Action: Jo/Ian**

h. Equipment Officer Report.

Steve has been looking at bases to stand the shed on. Various types are available. Steve to obtain a suitable one in preparation for the shed move.

Action: Steve

i. Centre Byelaws.

The up to date byelaws are on GoogleDrive. Jane reminded the committee that byelaw 25/06/81 states that the byelaws of the Centre are to be read by all Committee members at their earliest convenience and no later than the second Committee meeting held following the AGM.

Action: All

j. Webmaster's Report.

Ian has updated the Committee page. Need photos in jpg format of new members. **Action: All**

200 Club winners has been updated.

A general discussion about the website was held.

- Add a note about the charity fundraising outcome. Ian to ask Marie.
- Add Facebook and Instagram logos to click on.
- Revamp the front page
- Add a Chairman's message; Phil to provide
- Remove the Next Rally from the home page.
- Add Retrofest to live rally list

Action: Ian

Action: Ian

Action: Ian

Action: Phil/Ian

Action: Ian

Action: Ian

The discussion was continued in AOB.

7. Correspondence

No correspondence received.

8. A.O.B

- a) Colour of plaques for 2025 was agreed to be **WHITE**. Jane commented that there used to be a rotation of plaque colours. Ian said that some colours are laminated rather than being a solid colour. Jane to contact FM-Tags to check which are solid colours and create a rotation list. Jane will also add 2025 year triangles and Fellowship plaques to the Badshot Lea rally plaque order.
Action: Jane
- b) Venue and dates for committee meetings. Marie had booked 5th November, 3rd December, and 7th January at Padworth Village Hall. Jane to try to change the 5th November booking to the 6th November to avoid Bonfire Night celebration clashes. Jane will also book the first Tuesday in each month for 2025 ie. 4th February, 4th March, 1st April, 6th May, 3rd June, 1st July, 5th August, 16th September, 7th October, 4th November and 2nd December.
Action: Jane
- c) AGM issues. Committee meeting minutes to be added to the Downloads page on the website after being ratified. Latest set of minutes only.
Action: Ian
- d) Website (continued from Webmaster's report)
- Remove the Photo Gallery page
 - Remove the Rally Calendar page
 - Show 200 Club is sold out
 - Rally list – show whole year's rallies rather than those from current date. Remove booking link from past rallies
 - Add a News page to remove clutter from the home page
 - What's a Rally page to be updated; less wordy
 - Remove links to Stag Newsletters from Downloads page
 - Database access is an issue – only Ian can update it
- All above actions: Ian**
- New website ideas
 - o The current website is very dated
 - o Some other Centre's websites look really good. Phil asked everyone to look at other Centre's sites, let him know which are good and he will contact them to find out how they're done.
Action: All/Phil
 - o Needs to have more modern feel and be mobile friendly
 - o Must have an efficient rally booking system
- e) Jane asked if the monthly email to members could be reinstated rather than trying to produce a Stag. The Centre's email accounts are limited to a certain number per day and per month across all the accounts. Need to investigate options to be able to do it – eg. MailChimp, gmail account for mailshots only.
Action: Jane
- f) Christmas party. 16 bookings to date; 30 maximum. Disco booked. Need to fix the rally price realistically to recognise the distance to the venue. Some ralliers have asked if the rally duration can be extended. Jo to confirm hall/site availability to extend the rally and the cost of the venue before a price can be agreed. To be discussed before the next meeting. There will not be a children's Christmas party (not many booked on the rally and distance to travel considerations) but there will be a crafts session for any children on the rally. Santa's snowman will put in an appearance on behalf of Father Christmas at the evening social.
Action: Jo/All
- g) Mark said that Greg Saunders would like to be co-opted onto the Committee; he would mostly join by Zoom. Committee agreed to co-opt Greg. Ian to investigate a camera/microphone for Zoom meetings. It is also minuted that Judy was co-opted onto the Committee after the AGM.
Action: Ian

- h) Mark asked if he could order another 200 wooden clovers for next year's 200 Club. Committee agreed.
- i) Mark asked about a visitor's trophy for the Lantern and Fishing rallies. It was agreed to have the same design of glass trophy as previously used.
- j) Mark asked if a wooden coaster could be used instead of a rally plaque for the Lest We Forget rally as it's the 80th year. Committee agreed.
- k) Mark asked if the Centre could start fundraising for charity immediately rather than just in the Chairman's final year. To be discussed at the next meeting; add to agenda. **Action: Jane**
- l) Ian needs to make the AGM Zoom recording available. **Action: Ian**
- m) Ian has created email addresses for Judy and will create one for Greg. **Action: Ian**
- n) Ian said Past Chairman badges are needed. He will investigate previous suppliers. **Action: Ian**
- o) Ian said that one of the Centre's speakers went missing at the AGM rally between putting it in the hall at 6:15 and going back to the hall at 7:40. Jane rang the emergency contact to advise and David Grover had spoken to the cleaners who are now contractors. Ian to investigate replacement speakers and Jane to email the school about this and the lack of heating, lack of outside taps and power sockets not working in the hall. **Action: Ian/Jane**
- p) Ian said the CD player was acting up at the AGM rally and needs maintaining; laser lens cleaner needed. **Action: Ian**
- q) Jane asked about the Christmas Winner Takes All draw. Tickets will be sold at the Christmas Party rally only.
- r) Jane asked about sending a welcome email to all new members registering with the Centre. Committee agreed. Jane to draft an email for committee to approve. **Action: Jane**

9. Future Rally Arrangements.

The Kiln, Badshot Lea. Phil is attending.

10. Next Meeting.

5th or 6th November (to be confirmed) at Padworth Village Hall 7.00 pm

The Chairman closed the meeting at 22.07