

BERKSHIRE CENTRE CARAVAN CLUB.

Minutes of the meeting held on 16th September 2025 at Padworth Village Hall.

The Chair opened the meeting at 19:00.

Present

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

1. Apologies

Greg Saunders.

2. Minutes of the meeting held on 5th August 2025

Minutes were proposed by Mark Parker and seconded by Ian Grover.

3. Matters Arising.

8th October 2024

Item 8n. Phil has given Wendy a Past Chair badge.

4th March 2025

Item 4b. Ian to send invoices to CS&R and KC Improvements for website adverts. Ongoing.

1st April 2025

Item 6a. Jo has a Cricut machine which can print designs on fabrics/mugs, etc. She has a monochrome Stag logo but needs to test on suitable materials. Clothing can be bought and customised to suit an individual rather than having to buy and store a minimum order of stock.

6th May

Item 6d. Judy to email all Christmas attendees in September to check how many children/grandchildren will be attending. See AOB.

5th August

Item 4a. Ian and Phil have produced a draft version of the rally envelope layout which includes wording for key points as well as a simplified breakdown of costs. Distributed to committee for comment/approval.

Item 4a. Committee agreed to continue holding meetings at Padworth Village Hall. Maybe consider Phil's house in the future depending on how much the Centre grant from the Club is reduced. Possibly consider holding the meeting by Zoom in Jan/Feb?

Item 4c. Jane has notified FM-Tags that the 2026 plaque colour will be Dark Green with Orange text.

Item 4c. Friar's Court, Clanfield has been booked for the Spring Bank Holiday and an invite issued to Upper Thames. Alfold rally date is unchanged.

Item 4d. Jane has sent the poster for the South West Centres event to Jo/Wendy to publicise on Facebook nearer the time next year.

Item 4f. Jane has publicised that 200 Club entries are now £2.50 for the rest of the year in the August and September monthly newsletters.

Item 4k. Consider replacing and rewording the water signs. Steve said one is missing. Ongoing.

Item 5. Phil has sent Jane the new website log in details so she can edit it. Phil to ask Adam Tidbury to contact Jane to give guidance on using SquareSpace.

Item 5. Change SquareSpace fee to an annual payment from the Centre's account. Ongoing.

Item 6a. Burns Night finances/contracts. Still waiting for the contracts for the site and meal to be confirmed. Grovers and Tuthills will be getting together very soon to discuss other details.

Item 6b. Make the "small print" on the online booking form the same font size as the rest of the text. Ian reported that this only an issue on mobile devices. It was suggested that all the T&Cs could be placed on the bottom of the Rally & Events list rather than on the booking form. Ian to investigate.

Item 6c. Advertise the wooden Berkshire Centre window plaques made by Colin Moore on the website. Cost £5 each including a donation to charity. Ongoing.

Item 6e. Ian has put the latest version of the 2026 rally programme on the website and Jane has attached it to the monthly newsletter emails.

Item 6f. Jane contacted the Division Administrator to inform her that the Division AGM rally only had 6 bookings. The Division Team agreed that the rally should be cancelled and the Division AGM would be held at a hotel in Aylesbury instead. Jane cancelled the booking with Colleton School.

Item 6g. Ian and Jane have pushed for committee nominations on the website and the monthly newsletter emails. Jo to add something on Facebook. Jane sent out a Calling Notice for the AGM by email to all registered Berkshire members.

4. Reports

a. Chairman's Report

- Phil has made contact with the BIBS charity and can get collection tins to be held by flagpole takers. Phil to write a short article to update the Chair's introduction on the website.
- Phil & Judy had visited a potential rally venue with Mark. Committee decided that unfortunately the booking terms and conditions would not be acceptable.

b. Treasurer's Report.

Ian discussed the rally data from recent rallies. Rallies at Mapledurham were refunded part of their site fee due to confusion over the price. Ian has paid VAT returns and the deposit for the rally at Wellington Country Park.

c. Rally Secretary's Report.

- Jo has completed the 2026 rally programme. Rallies are going online on the website when she's received the What's On information from the rally officers. A lot of rallies have rally officers – some new.
- Jo still needs her booking forms returning from Colleton School and Swiss Farm. Jane will be talking to Colleton School's new Office Manager.
- Jo will complete the Club's form to add the Burns Dinner Dance rally to the Club's rally information.
- Jane will contact the Club Magazine to see if the Burns Dinner Dance could be mentioned.
- Stuart offered to negotiate a price for the 2026 Newbury Show rally.

d. Secretary's Report.

- Governance has asked the Secretary & Rally Secretary to complete data security training to help the Club to comply with UK GDPR and the Data Protection Act 2018. There are two courses to complete: UK GDPR and Cybersecurity.
- Jane has received an email from Governance explaining the new constitution of Divisions and clarifying their roles in terms of supporting Centres. It also asked for Centres to return rallying statistics when asked by the Division for use by the Club.
- The Division sent out copies of the proposed rally programmes for Berkshire, Bedfordshire, Buckinghamshire, Hertfordshire and Upper Thames to assist in future planning to avoid major clashes. Also asked for suggestions for a date/venue for a Divisional rally in 2027.

e. Division Report.

A meeting was held on 27th August at the Holiday Inn, Aylesbury. Jane was unable to attend in person but attempted and failed to join by Zoom.

The Division AGM was held on 13th September at the Holiday Inn, Aylesbury. Poorly attended due to constituent Centres holding their own rallies that weekend. The Officers were re-elected.

The Division Administrator wants someone to shadow her to get familiar with the role to be able to take over next year.

A new Division website has been created. www.homecountiesdivisioncamc.co.uk

f. 200 Club Report.

Mark reported that 138 entries have been sold – 10 at the reduced price.

g. Competitions Officer Report

Mark has sorted out the Family Cup results and will get the trophy engraved ready for the AGM. The flower arranging trophy has been returned and will be engraved.

h. Health and Safety Officer Report.

Nothing to report.

i. Communications Officer Report.

Jo reported that the number of members of the Facebook group are increasing. She will add a post to say that 200 Club entries are now half price.

j. Webmaster's Report.

Ian has carried out a few housekeeping updates to the website.

k. Equipment Officer Report.

Nothing to report.

5. New website

A schedule for developing the booking system has been created. Has to fit in with Jack Tidbury's work commitments.

6. A.G.M

Arrangements for the AGM were discussed.

- No tellers needed as no voting
- It was agreed to set the site fee for the AGM rally at £12/night including VAT
- Committee agreed the Admin Fee would remain at £3

7. A.O.B

- a) Christmas party. Judy asked if she could email everyone who has booked asking them to pay a deposit and provide children's details to confirm their place on the rally. Committee agreed a £30 deposit was reasonable.
Jo to check if the Thursday would be available like last year (without the hall) to extend the rally with the possibility of being able to access the kitchen for just half an hour to store food.
- b) Steve asked if the multiple rally attendance gift for 900 rallies could be changed from a barometer. Discuss at next meeting.
- c) The Grovers have achieved their 1100th rally. There is no gift – just a plaque. It was suggested that they should be presented with some flowers to mark the occasion.
- d) Stuart commented that he doesn't confirm any Retrofest bookings until the deposit had been paid.

8. Future Rally Arrangements.

Venue	Flag	200 Club
Newbury Show	No flagpole	
Fordingbridge	Phil	Mark
Malvern	No flagpole	
AGM	Phil	Mark

9. Next Meeting.

7th October at 7.00 pm at Padworth Village Hall.

The Chair closed the meeting at 21:58

Actions Summary

4th March		
4b	Send invoice to CS&R and KC Improvements for website adverts.	Ian
1st April		
6a	Try out a monochrome Stag logo to use for saleable Centre items.	Jo
5th August		
4a	Draft wording for key points on rally envelopes. Comments needed for redesigned envelope.	All
4a	Committee to consider holding the Jan/Feb committee meetings by Zoom.	All
4k	Consider replacing and rewording the water signs.	Steve/All
5	Phil to ask Adam Tidbury to contact Jane to give guidance on using SquareSpace.	Phil/Jane
5	Change SquareSpace fee to an annual payment from the Centre's account.	Phil/Ian
6a	Ian and David Grover to get figures together for deposits, etc for the venue/band/piper and terms and conditions of booking for a formal Dinner/Dance Burns Night rally at Cheltenham racecourse.	Ian
6b	Place the T&Cs on the bottom of the Rally & Events list rather than on the booking form.	Ian
6c	Advertise the wooden Berkshire Centre window plaques on the website	Ian
6g	Push for committee nominations on Facebook.	Jo
16th September		
4a	Phil to write a short article about the BIBS charity to update the Chair's message on the website.	Phil
4c	Get booking forms returned from Colleton School Complete the Club's form to add the Burns Dinner Dance rally to the Club's rally information. Contact Club Magazine to ask for the Burns Dinner Dance rally to be mentioned Negotiate a price for the 2026 Newbury Show rally	Jane Jo Jane Stuart
4i	Add a mention on Facebook that 200 Club entries are now half price.	Jo
6	Contact PKB to confirm they will act as Independent Accountants for the coming year.	Ian
7a	Christmas Party rally. Check if the Thursday would be available like last year (without the hall) to extend the rally with the possibility of being able to access the kitchen for half an hour to store food.	Jo
7c	Get flowers to present to the Grovers at Fordingbridge to mark their 1100th rally.	Judy