



**CAMPING AND CARAVANNING CLUB
ROYAL COUNTY OF BERKSHIRE
DISTRICT ASSOCIATION**



Minutes of the meeting
Held on Wednesday 10th December 2008
At Woosehill Community Centre

Present:	Graham Lambourne	Chair
	Anne Cox	Treasurer
	Nik Watts	Youth Officer
	James Howles	Sites Officer
	Edd Lambourne	PRO & Equipment Officer
	Jacky M ^c Carthy	Raffle Co-ordinator
	Andy Cox	Regalia Officer
	Judith Howles	Committee member
	Ian Richardson	Committee member
	Amanda Lambourne	Committee member
	Paul Adams	Chair of Southern Region
Apologies:	Andrea Richardson	Vice Chair & Social Sub-committee Representative
	Mel Plumpton	Secretary & Southern Region Rep
	Gary Dunkerton	Committee member & Webmaster

1.0 Appointment of Treasurer

Paul Adams spoke about the Treasurer appointment. He advised that we are eligible to run the DA without a Treasurer until our AGM in February 2009. Anne advised that unless she can be provided with a reliable computer, she will not be willing to carry on. Jim advised that he is currently repairing the computer donated by Edd. Graham advised that only Microsoft Excel and an email program is needed. Anne confirmed that she would continue as Treasurer if the computer was repaired satisfactorily.

Nominated by Nik Watts; Seconded by Jim Howles.

2.0 Chair's Opening Remarks

Thank you all for coming out on a cold night.

Thanks to SR Chairman Paul Adams for coming this evening to offer advice.

Nothing has really happened since our last meeting as the DA has now finished activities for the year.

I would like to thank all committee members for your help and support throughout the last season, and also for all your hard work carrying out all your individual duties.

3.0 Apologies for Absence

Apologies received from Andrea Richardson, Mel Plumpton and Gary Dunkerton.



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4.0 Presentation of Previous Minutes dated 12th November 2008 for approval

The minutes dated 12th November 2008 were submitted.

Proposed: Jacky McCarthy; Seconded: Nik Watts.

5.0 Matters Arising from Previous Minutes

There were no matters arising from the previous minutes.

6.0 Secretary's Report

There was no report.

7.0 Treasurer's Report

Balances to date in Q4:

• HQ Deposit account	£5,551.08
• Current account	£2,547.93
• Cash	£0.22
Total	<u>£8,099.23</u>

VAT Q4: £709.12

Money to be collected:

• Ian Gibbons – SRSM advert	£75.00
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Outstanding cheques



• Burghfield Village Hall (deposit for any damages)	55.00
• SR Youth Donation	25.00
• Fenland Trophies - Plaques	13.40
• Amanda Lambourne – Dummer Prizes	6.00
• C&CC SR Advert in Fixtures book	30.00
	<u>£129.40</u>

Payments to be made:

• Wokingham Town Council Nov meeting	£11.26
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Payments made:

• Edd Lambourne – Pole bag from Gala Tents	£13.94
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Anne mentioned that a change in the VAT rate will help us in our favour. Anne also confirmed that she had received two Green papers regarding VAT reduction from 17.5% to 15%.

8.0 Approval of the Accounts of the SRSM

Graham advised that Andrea had received an email from Mel with questions relating to the SRSM accounts:

- (a) Mel had advised that the meet was still outstanding a cheque from Ian Gibbons to the value of £75. If this amount is received, the meet would make a profit. Graham advised that he would contact Ian Gibbons by letter.
- (b) Mel enquired as to why there is a £171 bill for electrics when the budget was only £40. Who authorised this over spend and why? Why also are there no VAT receipts for the expenditure? Andy responded that he required some jointing kits for the armoured cable to enable the electricity to get to the main marquee. There is a receipt for these items, but it has not been addressed to the CC&C. Andy advised that he would look into getting this changed. Andy also advised that other parts were obtained as these could not be obtained free of charge from elsewhere. Nik then asked what had happened to the parts which had been paid for. Andy said that most parts are back in the DA store. Any unopened packs went back to the wholesalers.
- (c) Mel also enquired whether we are sure that the £60 for the chairman's breakfast is accounted correctly. Anne checked back through the accounts. The amount is accounted correctly.

The accounts were then approved by all those present, subject to the VAT receipt for the electrical items purchased being re-addressed to the CC&C.

9.0 Report of Representation to Southern Region

Nik advised that Hants were unable to run the 2009 Late Youth meet. All other DAs have been asked to help out. However Berks are unable to run next year as they are already committed for 2010.



Paul Adams apologised for the cancellation of this year's dinner and dance. This was due to no agreement over the cost per head to be spent as the present allocated amount per head was insufficient to find anywhere suitable. Paul added that the costs are to be reviewed.

10.0 Reports

10.1 Youth Leader

No specific report available. However, Nik did ask the DA for a Grant for the FICC to Spain for every grantable DA Youth Member of £20; half from DA Youth funds, and half from DA funds.

Proposed by: Nik Watts; Seconded by: Jim Howles.

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Anne and Andy were proposed to take over as DA Youth Leaders for 2009.

Proposed by: Jacky McCarthy; Seconded by: Edd Lambourne.

10.2 PRO

There was no report.

10.3 Sites Secretary

Jim advised that there has been a problem with the Chertsey meet. The original cheque went missing, but Jim has resent.

All sites confirmed with landowners except for Hicknaham Farm. Both THS certificates have been approved.

Jim advised that he has been making enquiries regarding the 2009/2010 New Year meet. Piggotts School is unavailable. Graham suggested the Chertsey site. Jim to make enquiries.

The meets database for 2009 is now complete. Jim confirmed that total unit nights for 2008 were up on previous year.

10.4 Equipment

Edd provided a sample of one of the pole bags supplied by Gala Tents. The cost being £6.08. Edd requested a cheque for £13.94 to cover the sample pole bag, P&P and VAT. Pole bags from Bags for Everything will cost £31 each.

10 x pole bags to be ordered from Gala. However, it was suggested that canvas bags are ordered for the marquee canvas to allow the canvas to breathe. Edd to look for suitable bags for knuckles and canvasses.

The store stockcount will take place on 10 January 2009 at 11.00 am. Nik, Ian, Graham and Andy have offered to help Edd.

10.5 Social Sub-Committee

There was no report. Amanda handed Anne £241.67 for the proceeds for tuck. Amanda also advised that she had some left over tuck sealed and stored for next year

10.5.1 DA Dinner and Dance

No report available due to Andrea being unwell.

10.6 Regalia

Nothing to report.



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11.0 Any Other Business

No AOB.

Merry Christmas to all.

10.0 Next Meeting

Wednesday 14th January 2009 commencing at 7.45pm – Woosehill Centre