



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



Minutes of the meeting
Held on Wednesday 13th May 2009
At Woosehill Community Centre

Present:	Andrea Richardson Mel Plumpton James Howles Edd Lambourne Andy Cox Ian Richardson Judith Howles Nik Watts Martin Straker	Vice-Chair & Minutes Secretary Secretary Sites Officer Equipment Officer Youth Leader Regalia Officer Raffle Co-ordinator Southern Region Rep PRO
Apologies:	Graham Lambourne Anne Cox Gary Dunkerton Amanda Lambourne	Chair Treasurer + Youth Leader Committee member & Webmaster Social Sub-Committee Representative

1.0 Chair's Opening Remarks

There was no report.

2.0 Apologies for Absence

Apologies received from Graham Lambourne, Anne Cox, Gary Dunkerton and Amanda Lambourne.

3.0 Presentation of Previous Minutes dated 11th March 2009 for approval

There are two amendments to March's minutes as follows:

- The date of March's minutes were incorrect and should have been dated Wednesday 11th March 2009.
- Andrea advised of an amendment to point 8.0 – Report of Representation to Southern Region in March's minutes. The last paragraph should read "the Southern Region made a slight surplus of £90 for the year. This is after running one Christmas meet and two THS's" and not as previously minuted.

Apart from the above amendments, the minutes dated 11th March 2009 were proposed by Ian Richardson and seconded Nik Watts.

4.0 Matters Arising from Previous Minutes

There were no matters arising.



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5.0 Secretary's Report

Mel presented his report.

- 5.1 **Green Papers** None since last report
- 5.2 **New Members** 0 since last report
- 5.3 **Correspondence** None in month except relating to NFOL and SRSM
- 5.4 **NFOL** Block Booking submitted – 21 units from RCBDA
- 5.5 **SRSM 2009** Block Booking submitted – 10 units from RCBDA
- 5.6 **FICC 2009** No applications received – deadline now passed.

6.0 Treasurers Report and Statement of Account

There was no report from the Treasurer. However, the following information had been received.

Balances to date:

• HQ Deposit account	£ 6,749.61
• Current account	£ 2,606.96
• Cash	-£1.57
Total	<u>£9,355.00</u>

Money to be collected:



None.

Outstanding cheques

	£
• C&CC SR Advert in Fixtures book	30.00
• SR re SRSM ½ profit error on bank statement	0.60
• M Plumpton – Gifts AGM	59.54
• Wharfedale & Bowies – Plaques	42.32
	<u>£132.46</u>

Payments to be made:

	£
• Wokingham Town Council Mar meeting	11.02
• Anne Cox Travel Allowance Auditing accounts 70 miles x 2	42.00
• Mary Hare Services Ltd	900.00
• Wharfedale & Bowies – WCP Plaques	37.15
• VAT liability 2008 direct from deposit account	712.10

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Payments made:

	£
• Swiss Farm	152.68
• Mary Hare deposit	250.00
• Wharfedale & Bowies – Plaques Easter & Stewards	42.32
• Solent DA SRSM booking	242.00
• NFOL block booking	1,390.00

Correspondence:

	£
H.O. re receipt of Q1 VAT return	
H.O. Re: payment of 2008 VAT liability	712.10
Replied money to be taken direct from Deposit account	
Wokingham Town Council re hall price increases	
Email Wokingham Town Council door code change	

Income / Expenses:

	£
Swiss Farm	-£1.47
Chertsey	29.90
Champions	9.22
Beech Hill	11.48
Ferndown	58.48
Youth meet	23.48
Youth fundraising	277.05

The vice-chair signed a copy of the latest bank statement in the absence of the chair. The above was proposed by Edd Lambourne and seconded by Jim Howles.

7.0 Report of Representation to Southern Region



Nik reported that he was not able to attend the last region meeting. Mel confirmed that he provided a report from the DA at the last SR meeting.

The Club will be holding a stand at the Newbury show this coming weekend.

The Southern Region have not yet received their audited accounts as at the last meeting.

The THS at Knitson Farm in August requires stewards.

Regarding stewards expenses – travel expenses will not be paid, however any social expenses can be claimed.

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8.0 Reports

8.1 Youth Leader

Andy advised that there were 5 Youth attending Swiss Farm, 6 at Chertsey, 5 at Champions, where Nik provided training on cookers. A training weekend had been held at Malvern and there were 11 youth at Hambledon for the Youth meet. In total the Youth raised £277.05.

8.2 PRO

Martin advised that photos from the Easter meet held at Mary Hare had been sent into region to go into their next newsletter. However, Martin had requested a breakdown of members from different DAs who attended the Easter meet to include in the newsletter, however, no reply had been received. A discussion was held about providing a breakdown of members from other DAs attending each RCBDA meet to Jim as he requires this information to input onto the Sites database. Details could be provided by the Treasurer copying booking forms, once she has finished with them, to Jim, or for Jim to provide an additional form in with each stewards pack which would provide him with the relevant totals.

Martin advised that he had signed one new member since he was elected PRO at March's meeting. They will initially join Hants DA, but will be co-opted onto RCBDA.

Martin confirmed that he had spoken to Trevor Warren, Region PRO, during the past week and that Trevor would be providing the DA with a full PRO kit. This will include the updated membership forms. Trevor will be attending the Newbury show this weekend and once the weekend has finished, he will be passing banners and other equipment to the DA for us to use going forward.

Martin advised the Committee that anyone joining a new member into the Club should use the RCBDA number of their membership form. The DA number is '7849'. However this number does not apply to any new youth membership.

Martin advised the Committee that he is not receiving any PRO information from head office. However, Mel advised that he has already advised Southern Region and in turn headoffice will be advised.

Martin asked the Committee if they were happy for him to contact local press to advertise DA camping. All those present confirmed that this would not be a problem.

One point that Martin did make is that in the O&A none of the DA meets showed directions to their sites, although postcodes and map references had been included. Jim advised that the sites database includes map reference, post codes and directions from the nearest main road to each meet, however, he would follow up as to why directions was not being printed in O&A.

8.3 Sites Secretary

Jim reported the following:

- All site packs issued up to end June.
- Provisional feedback had been requested on New Year 2009 / 2010 meet at Mary Hare, including Jean Carnavon Hall and using hard standing at top end of site. However, Jim



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advised Mary Hare have replied advising that we will not be able to hold our New Year meet at the school this year.

- There may be an issue with us camping at Mary Hare at Easter 2010. Building work will have commenced at the school to build a new block close to the cricket / football pitches. Mary Hare are not able to confirm until September 2009 whether we will be able to hold our Easter meet next year.
- Mary Hare have happily pencilled in for RCBDA to hold their Easter meet at the school during 2011, 2012, 2013 & 2014, subject to terms and conditions.
- Started planning for 2010. Some ideas were discussed for moving meets, including new venues for next year.
- Planning another THS in 2010 at Ferndown for late May bank holiday.
- Found new site at Abingdon Vale CC, provisionally booked July 2010.

8.4 Equipment

Edd advised that he had looked into obtaining new lines for the volleyball court. Costs found:

50mm web £58.72

25mm web £34.26

9mm rope with winder £21.53

Nik asked if Edd could obtain prices for attack lines. It was agreed by all those present that Edd should purchase the 25mm web at £34.26.



Edd then advised that the DA had discussed last year replacing the 6m x 4m marquee this year. He had received a quote from Gala Tent for a 8m x 4m marquee for £299 inclusive VAT. Those present agreed that this was a good price and that Edd should order this size marquee. It was also agreed that Edd should order guttering and 6 x ratchet straps.

Regarding pole and canvas bags which had been discussed at previous meetings, Edd was advised to order 1 x set of pole bags and 1 x set of canvas bags from Gala Tent for us to trial them. These pole and canvas bags would be used for the new marquee.

Edd advised that he had looked into the prices of a new table tennis table. Those present agreed purchasing a new table tennis table which is only used once / twice a year is not really worth the expense. Therefore it was agreed by those present that the DA should keep the current table and arrange for the necessary repairs to be carried out. However, it was agreed to buy a new net. Edd to obtain prices.

8.5 Social Sub-Committee

Judith advised that the raffle and bingo sessions were very productive at Mary Hare at Easter. For the 2 sessions of Bingo total ticket sales came to £337 and prize money was £254. This gave an overall profit of £83. The raffle started off with a balance of £100 to buy prizes for Mary Hare and the BBQ meet at Wellington Country Park in June. A total of £63.70 was spent on prizes for Mary Hare and ticket sales made £206. £50 was kept to buy prizes for the next raffle thus a profit of £192.29 was made.

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8.6 Regalia

Ian advised that he sold 18 plaques at Mary Hare. He has now ordered and received the plaques for the BBQ meet at Welly. Also a request had been received for plaques for the Henley THS. He is liaising with Ann Ellis regarding these.

Clothing has been selling well.

9.0 Any Other Business

Andrea advised the committee that a date needed to be set for the 2010 AGM and a venue needed to be found. It was agreed to put this on the Agenda for the next meeting.

10.0 Next Meeting

It was agreed by all present to hold the next meeting on Wednesday 8th July 2009 at Woosehill.