



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



Minutes of the meeting
Held on Wednesday 14th January 2009
At Woosehill Community Centre

Present:	Graham Lambourne	Chair
	Andrea Richardson	Vice-Chair & Social Sub-committee Representative
	Mel Plumpton	Secretary + Southern Region Rep
	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

Apologies:	Anne Cox	Treasurer
	Andy Cox	Regalia Officer
	Gary Dunkerton	Committee member & Webmaster

1.0 Appointment of Treasurer

Graham confirmed that Anne Cox will continue as Treasurer for 2009.

2.0 Chair's Opening Remarks

Thanks for coming and a happy new year to you all.

I trust you all had a good Christmas and I guess we are all getting our units serviced and ready for the coming season.

It is only 2 and a half weeks until the AGM and 3 weeks until I go to the Canaries. The AGM will be our first event this year. Camping does not start until March.

We went to the store on Saturday and had to dig our way in. I'm sure Ed will report on this later.

3.0 Apologies for Absence

Apologies received from Anne Cox, Andy Cox and Gary Dunkerton.

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

The minutes dated 10th December 2008 were submitted for approval.

Proposed: Edd Lambourne; Seconded: Ian Richardson.



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5.0 Matters Arising from Previous Minutes

Graham advised (in Anne's absence) that the invoice relating to the electrical items for the SRSM had now been received correctly address to the Camping & Caravanning Club. The loss for the SRSM has now been reduced to £20.02 after being able to claim back more of the VAT.

Graham confirmed that he had sent a letter to Ian Gibbons with a copy of the invoice for the SRSM advert.

6.0 Secretary's Report

Mel presented his report.

Green papers:

- 1.24 Use of outside supply of gas
- 1.25 Sponsorship of charitable donations
- 2.2 + 2.5 Voluntary Officers allowable expenses
- 2.19 Change in the standard rate of VAT (reduced to 15%)
- 3.4 Camping in National Parks 2010
- 5.2 Guidelines for club DAs creating website. This is an update of the previous paper.

Mel confirmed that there were no new members during the month.



Correspondence – Incoming:

Letter from Club HQ	National C&CC Week: 23 – 29 May
Brochure	Cotsworld Winter Brochure
Letter from R Kent	Invite to Somerley Lakes. Invite extended to Bridge Group
Letter from HQ	Reminder of Treasurer's details
Letter from HQ	Thetford Club Site
Letter from HQ	Young Achiever competition
Minutes	November Southern Region Council
Letter from SR	SR arrangements for choosing Young Achiever
Letter from HQ	List of all co-opted members
Letter from SR	Late Youth Meet. Hants have declined to hold this meet.
Letter from HQ	Certificate of Honour 2009, including green paper.
Letter from SR	Council nomination for Southern Region. Anyone interested should contact Mel, Nik or Jackie Last by 1 st February 2009.

Correspondence – Outgoing:

Letter to HQ including co-opt form for Mr & Mrs Straker.

Mel advised that he was happy to take block bookings for the NFOL. Closing date for forms is 17th April 2009. Cheques to be made payable to 'RCBDA'.

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FICC DA block booking closes on 23 March 2009. FICC is taking place between 31st July – 9th August.

Mel advised that we currently have 14 Committee members. At the 2009 AGM, 7 are up for re-election whilst 6 remain for one more year. 3 of these are one year positions.

7.0 Treasurer's Report

Balances to date in Q4:

• HQ Deposit account	£ 5,749.61
• Current account	£2,796.28
Cash	£0.00
Total	<u>£8,545.89</u>

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
• C&CC SR Advert in Fixtures book	30.00
	<u>£110.00</u>

Payments to be made:

• Wokingham Town Council Dec meeting	£11.02
• Southern Region re SRSM	£670.24
• Cheque to HO for Deposit Account	£1,000.00
	<u>£1,681.26</u>

Payments made:



• Anne Cox – Pad Treasurer	£0.34
• Nik Watts – FICC Spain – Youth grants – 8 x £20	£160.00

Correspondence:

Letter / Statement HQ account signed & returned
 H O Green paper re: Voluntary Officers Allowable Expenses

Income / Expenses:

Interest added to Deposit account	£198.53
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8.0 Report of Representation to Southern Region

Mel reported the following from the last Council meeting:

- The issue re the missing £1,500 relating to the Southern Region Xmas Meet for 2007 had been found in Solent DA accounts.
- There is currently an issue re the Secretary for the Waterside DA.
- Laura Rainbow will be attending the SRSM for 2009.
- The appointment of Nik and Charlie Watts as RYLO for the Southern Region.
- The draft accounts for the 2008 SRSM had been circulated. Paul Adams was noted as having congratulated RCBDA for all their hard work towards a successful meet.
- The 2009 SRSM budget has been approved.

Mel advised that he would like to propose an Agenda item at the 2009 Members' Meeting on 1st February relating to Stewards camping for free.

Mel also advised that he had raised the complaint from RCBDA regarding no Chairman's dinner and dance for 2008.

The NFOL for 2013 is to be organised by Southern Region. The steering committee is now being put together. They are proposing Dunfold Park as a possible venue. Anyone willing to join the steering committee should contact a member of the SR Council.

During 2008, the Southern Region made £4,000. They have £8,100 in the bank.

10.0 Reports

10.1 Youth Leader

Nik received a cheque from the DA for £160 which relates to 8 x £20 grants for the FICC to Spain at Easter.

Since the last meeting we haven't had any meets. The region winter meet is looking to be well attended with about 8 youth from the DA attending. The FICC in April is now all booked and paid for with 8 DA youth attending and then the region Bridge with another 6 older DA members as well.



Nik confirmed that he had emailed Edd details of equipment held by the Youth Leaders.

Nik advised that from 1 March 2009 CCY membership will be free up to the age of 18. However, CCY will still need to be registered with HO and will still require a membership number.

Nik confirmed that this was his last report as DA Youth Leader.

10.2 PRO

There was no report.

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10.3 Sites Secretary

Jim advised the following:

- Received formal THS documents for Henley and Wellington Park
- Received formal response for Chertsey in March.
- Chased Hicknaham farm, verbal response to say all is OK, written response promised by Landowner.
- Site list sent to Gary for Website.
- Requested information from CC&C for New Year meet at Chertsey.
- Sites VAT update completed.

Jim also advised that he had emailed Gary offering to help run the RCBDA website.

Some discussion was had regarding the new sites database and whether it was possible for members to view the database. Jim advised that it was currently not possible for the database to be viewed by members. Mel said he would speak to John Simmonds regarding a possible link of the database on the Club website.

Jim advised that Exemption Certificates for the THS meets is published via a green paper.

As PRO, Edd was asked if he could contact the Henley Regatta organising committee regarding an advertisement of our DA meeting during the Henley Regatta weekends. Edd to find out the cost of putting an advertisement in their programme / flyers.

Jim mentioned that he had started to put together a flyer regarding the electrics for Swiss Farm. However, he has managed to find a .pdf file on the Club website which advises on the voltage for electric appliances.



10.4 Equipment

Edd advised that the store check took place last Saturday. He confirmed that all equipment was present and correct. Edd also advised that the table tennis table was worn out. He asked if this could be written off at the Members' meeting in February. Do we replace? Edd to find out cost of replacing and to put in a report for the AGM.

10.5 Social Sub-Committee

Easter's theme had been agreed as "Wild West". It was proposed that the FOL theme could be "Medieval". Andrea advised that she was stepping down as Social Sub-Committee Secretary at next month's AGM after two years.

Mel enquired on whether it was necessary to follow the 11pm rule on the Saturday evening at the Easter meet as the hall was away from the camping area. It was agreed that the music could continue until midnight as long as this was mentioned in the programme.

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10.5.1 DA Dinner and Dance

Nothing to report, although Andrea advised that she was looking for suitable Christmas venues for her place of work's Christmas party and therefore would see if any could be suitable for the DA dinner and dance.

10.6 Regalia

Nothing to report.

11.0 Any Other Business

Graham thanked Nik for being an excellent DA Youth Leader.

Nik advised that the next meeting was to be held on Sunday 1st February at the AGM, and not as per tonight's Agenda.

12.0 Next Meeting

At AGM on Sunday 1st February 2009 at Burghfield Village Hall. Commencing at 11 am.