

**The Hertfordshire Centre Caravan & Motorhome Club**

**Minutes of committee meeting held at 10.30am on 22 May 2021**

**at Home Farm Cardington**

|  |  |  |  |
| --- | --- | --- | --- |
| **Position** | **Members** | **Initials** | **Attended** |
| Chairman / Website Editor | Alan Evans | AE | Yes |
| Vice Chairman / Catering Officer | Brian Page | BP | Yes |
| Treasurer | Vanessa Cannon | VC | Yes |
| Secretary | Jean Hickman  | JH | Yes |
| Rally Secretary | Sandie Evans | SE | Yes |
| Social Secretary | Jenny Vardon | JV | Yes |
| Rally Equipment Officer / Health and Safety Officer | Gordon Pearcy | GP | Yes |
| Public Relations Officer | Michele Gilbert | MG | Yes |
| Attendance Officer | Doreen Page | DP | Yes |
| Audio Equipment Officer | Mick Lucas | ML | No |

**MEETING MINUTES**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Discussion** | **Action To Be Taken By** | **When** |
| **1.** | **Welcome** |  |  |
| 1.1 | The chairman opened the meeting and welcomed committee members.  |  |  |
| **2.** | **Apologies for absence** |  |  |
| 2.1 | Apologies were received from ML. |  |  |
| **3.** | **Minutes of meetings held on 13 April 2021** |  |  |
| 3.1 | The minutes were agreed to be a true record of the meeting.  |  |  |
| **4.** | **Matters arising from previous meetings** |  |  |
| 4.1 | There were no matters arising. |  |  |
| **5.** | **Chairman’s report**  |  |  |
| 5.1 | The chairman informed the committee that he and BP had recently attended a virtual regional meeting to represent the Centre. They believed the regional committee had not discussed any relevant issues to the Centre and the chairman noted that he did not feel that it was worth attending future meetings unless something changed. He advised that he had written to the chairman of the national committee to recommend that each centre should present an update at future meetings and he had been contacted by the chairman to discuss how he could feel more involved.  |  |  |
| **6.** | **Treasurer’s report**  |  |  |
| 6.1 | VC provided her treasurer’s report. She advised that the bank balance at the end of March had been £9,703 and at the end of April £10,903. Expenditure had been £125, which was refunds, expenses and a pay-out of 200 club winnings. The treasurer informed the committee that income had been £1,326 from an annual grant and advertising. |  |  |
| 6.2 | The chairman recommended that the committee use some of the funds to pay for coaches if halls were a distance away from the rally field. The recommendation was approved by the committee.  |  |  |
| 6.3 | It was highlighted that the centre would need to purchase some new gazebos at some point in the future and it was suggested that these should be pop-up gazebos. The chairman agreed to research the weight, cost and quality of pop-up gazebos and report back to the committee.  | AE | 08/21 |
| **7.** | **Secretary’s report**  |  |  |
| 7.1 | JH reported that she had sent a get well soon card to Mick Lucas.  |  |  |
| **8.** | **Rally secretary’s report**  |  |  |
| 8.1 | SE advised that as there were only six bookings on the Emberton rally, the site owners had significantly increased the charge. The rally officers felt the increase was inappropriate and it was therefore agreed by the committee to cancel the rally.  |  |  |
| 8.2 | The venue for the Gedney rally had been changed to Downham Market as the lakes would not be available for fishing.  |  |  |
| 8.3 | The committee reviewed the 2022 rally programme. It was pointed out that this would normally be launched at the chairman’s rally but as this had been cancelled due to COVID-19 lockdown, it would be put on the website.  |  |  |
| **9.** | **Any other business**  |  |  |
| 9.1 | MG suggested that the committee could hold a prize draw to say thank you to rally officers. The prize could be a free membership. It was agreed to consider this.  |  |  |
| **10.** | **Close**  |  |  |
| 10.1 | The meeting closed at 11am.  |  |  |