



**MINUTES OF THE 57th
ANNUAL GENERAL MEETING**

Of

THE WEST SURREY CENTRE OF THE CARAVAN CLUB

Held at Tillingbourne School Chilworth on Sunday 2nd October 2016

Present:	Mr Roger Smith	Chairman
	Mrs Julie Eagleton	Vice Chairman
	Mr Roger Tupper	Honorary Secretary
	Mrs Susan Stoner	Honorary Treasurer

With 47 members of the West Surrey Centre in attendance

Meeting opened at 10.05 am

AGM

The Chairman asked the Honorary Secretary to open the meeting.

The Chairman then requested the permission from the meeting for him to remain seated throughout the proceedings. This was agreed.

The Chairman welcomed everyone to the 57th Annual General Meeting, in particular the past Chairmen and their spouses:

Tony and Judith Crawford
Gerald and Sue Storr
Robert and Irene Heavens
Alfred and Maureen Harvey

The Chairman introduced the Minute Secretary Sue Storr. He explained that the proceedings would also be taped in order to assist with preparing the minutes.

The Chairman then welcomed the Tellers, the Chairman from the East Hants Centre, Sue Smith and her husband Chris together with Jeff Packham and Sue Pitman.

The meeting was then reminded that only full family or joint members of the West Surrey Centre, who had lodged their cards at least 35 days previously, would be eligible to speak or vote.

Members were asked that when they wished to speak they should hold up their voting card, speak clearly into the microphone and, to assist the Minute Secretary, begin by giving their full name.

The Chairman pointed out the appropriate emergency exits in case of fire and then requested that all mobile phones be turned off.

1. Apologies for Absence

Mike and Fliss Bush
Marilyn and Maurice Clark
David and Stella Clayton
Steve and Tracey Clayton
John Couzens
Len and Jan Holt
Tim and Cheryl Howlett
Ron and Jackie Juett
Ken and Ann Sumpter

The Chairman paid tribute to those members who had passed away since the last AGM – this was followed by a minutes silence in remembrance.

Gerald Storr asked if the deceased members could be recorded in the minutes, as was the custom.

Roger Tupper replied that the Committee had agreed not to do so in case anyone was omitted.

(Subsequent to the meeting, in response to the request to record deceased members, the following are known to have passed away in 2016: Eileen Crockford, Mabel Bull (Last Founder Member of WS), Charlie Davis and Ken West. Sincere apologies are expressed to the families of anyone that we have missed.)

2. Minutes of the Previous AGM

The Chairman requested a proposer and a seconder to accept the previous Minutes.

Acceptance proposed by Gerald Storr, seconded by Robert Heavens.

The acceptance was passed unanimously. The Chairman then signed the Honorary Secretary's copy of the minutes.

3. Matters Arising

John Godfrey said that his name had been omitted from the list of outgoing Committee members. This was noted.

4. Chairman's Report

Acceptance of the Chairman's report was proposed by Robin Stoner, seconded by Alfred Harvey. The acceptance was carried unanimously.

5. Honorary Secretary's Report.

Acceptance of the Hon. Secretary's report was proposed by Robin Stoner, seconded by Bob Heavens. The acceptance was carried unanimously.

6. Honorary Treasurer's Report

Acceptance of the Honorary Treasurer's report and accounts was proposed by Jack Sleet, seconded by Mike Turner. The acceptance was carried unanimously.

7. Members Motions

Please see attached copy of Motion (Appendix 1)

After discussion it was proposed that the current ½ price concession would remain on ordinary 3 day rallies but one night free would be implemented on 4 and 5 day rallies.

(NB To qualify a member must be approved by the committee by reason of their age (70) and 20 years membership of the West Surrey Caravan Centre).

Proposed by Alfred Harvey, seconded by John Godfrey. The acceptance was carried unanimously.

Discussion followed as to when the agreed Motion should come into effect.

Gerald Storr said that any Motion did not come into effect until the following year.

John Godfrey disagreed.

Alfred Harvey said it was a policy of the Caravan Club, and the rule must be applied.

It was agreed that Jan Turner (the Chairman-elect) would contact the Caravan Club (Martin Stringer) for directions and would report back to the Centre members.

(Subsequent to the meeting Jan Turner advised that the Caravan Club verified that Motions passed at an AGM take immediate effect, but AOB items passed at an AGM are referred to the Committee for ratification).

8. Election of Officers and Committee

The Chairman called upon the Officers and Committee Members to hand in their Badges of Office.

The outgoing Officers and Committee were:

Chairman:	Roger Smith
Vice Chairmen:	Julie Eagleton
Honorary Secretary:	Roger Tupper
Honorary Treasurer:	Sue Stoner
Honorary Rally Secretary:	Barry Scriven (already received)

Committee:	Nick Eagleton
	Jan Turner
	Jack Sleet
	John Godfrey
	Ron Juett (absent)

The Chairman thanked all the outgoing Officers and Committee Members and their partners for their hard work during the year, but especially during his term as Chairman. Thanks also went to his wife Penny for her fantastic support.

He also thanked :

Tony Crawford and Alfred Harvey for representing the Centre at South East Region;
Sue Stoner for editing the newsletter;
Penny Smith for organising the flowers;
Paul Stoner and Brian Saunders for organising the website;
Mike Turner for organising the rally kits;
Paul Rose for being Equipment Officer and overhauling the rally kits;
Tim and Cheryl Howlett for representing the Centre at Southern Centres

The Chairman then called upon Penny Smith to hand in her Consorts Jewel and invited the immediate past Chairman Alfred Harvey onto the platform to take the Chairman's Chain of Office, badge and flag and to present the Past Chairman's badge.

Sue Stoner presented Roger Smith an honorarium in recognition of his services.

Immediate Past Chairman

Alfred Harvey thanked Roger Smith and his retiring Committee for all their hard work and the initiatives taken by the Committee due to "new technology" ie the ability to communicate via the website and "Facebook". He thanked Roger Tupper for following up on the Coffee Mornings at various venues which enabled members to get together and chat other than on the Rally field.

He then wished the Centre good luck for the forthcoming year.

8 (a) Election of Chairman

The candidate for Chairman was : Jan Turner

As there was no vote for Chairman, Roger Smith congratulated Jan Turner and invited her on to the stage to accept her Chain of Office and Badge.

Roger Smith presented the Chairman's Consort with the Consorts Jewel and the Silver teapot and tray.

8 (b) Election of Vice Chairmen

There was no nomination for this position – Jan Turner (the Chairman-elect) would take this matter to the next Committee Meeting.

8 (c) Election of Honorary Secretary

The candidate for Honorary Secretary was : Roger Tupper

As there was no vote for this position the Chairman called Roger Tupper forward to accept his Badge of Office.

8 (d) Election of Honorary Treasurer

The candidate for Honorary Treasurer was : Sue Stoner

As there was no vote for this position the Chairman called Sue Stoner forward to accept her Badge of Office.

8 (e) Election of Honorary Rally Secretary

There was no nomination for this position – Jan Turner (the Chairman-elect) would take this matter to the next Committee Meeting.

8 (f) Election of Committee

The candidates for the Committee were :

Jack Sleet
Ron Juett
John Godfrey
Carol Godfrey

As there was no voting for Committee members, the Chairman called the candidates forward, introduced them to the meeting and presented their Badges of Office.

As the above candidates did not represent a full committee, the following members from the floor were co-opted onto the Committee and were presented with their Badges of Office:

Julie Eagleton
Nick Eagleton

The Chairman confirmed that the next Committee Meeting would take place on Tuesday 11th October 2016.

8 (g) Election of Youth Committee

There was no nomination for Miss West Surrey and no election of a Youth Committee.

The Chairman reported that the two previous holders of Miss West Surrey did not enjoy the position – and found it embarrassing.

Jan Turner (the Chairman-elect) would take this matter to the next Committee Meeting.

The Chairman suggested a 10 Minute Break

8 (h) Election of Auditor

Proposal to appoint Dauman & Co as auditors for the forthcoming year.

Acceptance proposed by Sue Stoner seconded by Gerald Storr. The acceptance was carried unanimously.

9. Presentation of Trophies, Awards and Honorarium

The Chairman presented the following plaques :

Rally Officer Plaque in recognition of 175 Rallies to Maurice and Marilyn Clark (absent)

Rally Officer Plaque in recognition of 75 Rallies to John and Carol Godfrey

Fellowships :
Tony and Judith Crawford
Valerie Heapes
Robin and Sue Stoner
Bill and Dorothy Rogers
Mick and Jan Turner
Alfred and Maureen Harvey
Norman Drake
Marion Weller
Ken and Ann Sumpter (absent)
Roger and Penny Smith

The Chairman then asked Penny Smith to come forward for the presentation of the following trophies :

Jane Fox Memorial Trophy (Fishing Adult): John Law

Bill Boniface Trophy: Alfred Harvey and Tony Crawford
(Liaison Officer at National)

Flowers / bottles/ or gifts were then presented to the partners of Officers and Committee Members as a token of appreciation for their support :

Penny Smith	for Roger Smith
Robin Stoner	for Sue Stoner
Julie Eagleton	for Nick Eagleton
Nick Eagleton	for Julie Eagleton
Mick Turner	for Jan Turner
Dora Sleet	for Jack Sleet
June Tupper	for Roger Tupper
Lynn Rose	for Paul Rose
Carol Godfrey	for John Godfrey
Bet Steele	for Bob Steele
Jackie Juett	for Ron Juett
Brian Saunders	Website
Tony Crawford	for PA system

The Chairman thanked the tellers and flowers were presented to Sue Smith and Sue Pitman. Flowers were also presented to Sue Storr (Minute Secretary).

10. Any Other Business

(a) Change to Ladies Rally :

Please see Appendix 2 attached.

The Members present discussed the proposed suggestion. It was agreed by a majority vote that for the present time:

- the Ladies Rally would run at alternate years with a 'Fund Raising Rally' at The Apps Court Farm Regatta Rally in August of each year
- the 'Fund Raising Rally' would be run on the same lines as the Ladies Rally
- the first 'Fund Raising Rally' would take place in August 2017
- funds from the Ladies Rally would go to the Amenity Fund – funds from the 'Fund Raising Rally' would go to the Centre's adopted Charity : Kent, Surrey & Sussex Air Ambulance
- This proposal to be reviewed at a future AGM
- Rally Officers / Responsibility for stalls to be taken back to Committee

Further discussion ensued regarding the monies held in the Amenity Fund, on which there was some difference of opinion. It was noted that :

- Roger Tupper would check previous Minutes to clarify if any ruling was made once the Amenity Fund reached £7,500 and to report back to members
- any suggested action regarding the Amenity Fund would need to be put forward in a Notice of Motion

(b) Change to AGM :

Please see Appendix 3 attached.

The meeting received a proposal from the Secretary to disband the AGM rally in its present form and to replace with a Meeting on a Saturday afternoon at an outside venue ie a Conference Centre / hotel.

Julie Eagleton (Vice Chair) explained the problems the “catering team” had experienced at Tillingbourne School regarding the use of equipment etc – the school had been very difficult in allowing proper access to the catering facilities.

Points raised :

- a Conference Centre / hotel could prove very expensive
- for logistical reasons the next AGM would be on a Saturday afternoon – to allow time to prepare the hall etc. if access is not available until 9.00 am
- Roger Tupper to make inquiries regarding the hire of a Club Hall in Guildford (*Lynn Rose* suggested Jacobs Well Guildford)

Bob Heavens (Past Chairman) said that the Committee was required to give 28 days’ notice regarding change of AGM

Jan Turner (the Chairman-elect) to take the proposal and comments back to Committee

(Subsequent to the meeting and following agreement at Committee, Jan Turner advised that Jacobs Well Hall was very suitable for the AGM and that it had been booked for Saturday 30th September 2017).

- (c) **Change to Rally Deposit**
Please see Appendix 4 attached

The meeting received a proposal from *Ken Sumpter* in respect of the present deposit system for booking onto normal weekend rallies (not Bank Holiday or Special Rallies).

- Proposal carried by majority vote.

- (d) **Abridged Committee Meeting Minutes of Tuesday 14th June 2016 from website**

Under AOB

“JG – It is noted that committee members do not claim mileage expenses. It was proposed that when on West Surrey business 45p per mile can be claimed. Proposed by JG : Seconded by SS : Approved unanimously”.

Gerald Storr asked the Chairman to clarify when the Committee Members could claim the 45p per mile.

Roger Tupper said if committee members are giving up their free time they should not be out of pocket

Sue Stoner said that the majority of expenses claimed were for sundry items

Roger Smith said that Southern Centres paid 30p a mile

There were mixed feelings concerning the mileage allowance – some members thought it should be brought back as a motion at the next AGM others thought it was a Committee decision.

This matter was left unresolved.

Thanks:

Sue Smith, Chairman of East Hants Centre thanked the West Surrey Centre for their hospitality – and suggested that perhaps East Hants and West Surrey could run joint rallies bearing in mind the present decline in attendance.

Alfred Harvey thanked the Chairman for an excellent meeting and wished the new Chairman and the new Committee good luck for the forthcoming year.

The meeting closed at 12.35

The next AGM will take place on Saturday 30th September 2017 at Jacobs Well Village Hall Jacobs Well Road GU4 7PD

AGM 2nd October 2016
Notice of Motion

History

There are now far less weekend rallies for ½ price charges to be implemented as per a motion agreed many years ago. Subsequent committees have inadvertently changed the detail of this motion, without realising the need to refer back to an AGM.

The Motion

It is proposed that the ½ price rule be changed to be 1 night free on any rally excluding Public Holidays, ½ term, Christmas, New Year and Holiday Rallies

Proposed by: John Godfrey

Seconded by: Roger Tupper

Background

To Qualify

To qualify for the current ½ price concession a member must be approved by the committee by reason of their age (70) and 20 years membership of the West Surrey Centre. It is not proposed to change this.

The current rule

The 1/2 price concession is based on site fee only and is not allowed on Committee Run, Bank holiday, Holiday and special rallies (this includes the Ladies and Charity Rallies). The concession does not currently apply to Rallies longer than 3 days

Appendix 2

AOB : Changes to the Ladies Rally

At the end of 2015 the Amenity Fund stood at £8211:00. A further £526 was injected in June 2016 via the Ladies Rally + £257:46 from sale of 2016 panto tickets, with £460 being spent so far this year, including 2017 panto tickets, leaving a balance of approximately £8534 so far in 2016.

Despite the Ladies Rally attendance declining in the past few years, and with it the amount being donated, the Fund is still very buoyant; the committee has therefore been discussing the option of still holding a fund raising event, along the same lines as the Ladies Rally stalls, at the Apps Court Farm Regatta rally in August with the proceeds going to what seems to be the Centre's adopted charity of the Kent, Surrey & Sussex Air Ambulance, in the absence of any other suggestions coming forward.

The current Amenity Fund would still be spent on the things it was originally set up for, ie flowers/gifts for the sick and bereaved, the free pantomime for the Centre Member's children and their Christmas presents; having been advised at a recent forum that the Fund must be spent on what the donators understood it has been raised for.

This would not be set in stone permanently, but would be reviewed by the prevailing Committee on an annual basis, depending on the current standing at that time of the Amenity Fund.

The ongoing committee welcome your input and comments on this.

Sue Stoner

AOB – Change to AGM

Despite our efforts to attract more vans to the AGM Rally, the number in attendance has been in decline over the years, making a reasonable Saturday night entertainment and supper more and more difficult to arrange and justify.

It is proposed that the Rally part of the AGM is removed and that in future the AGM takes place on a Saturday afternoon at a hotel/conference centre, who could also cater for us with Teas and Coffees and an after AGM finger buffet.

The current high expense of hiring the school would go a long way to offsetting the cost of a hotel/conference centre booking. This type of arrangement would also drastically reduce the effort required by the committee to get the entertainment and do the catering.

Roger Tupper

AOB – Change to Rally Deposit

As I will be unable to attend the AGM, I wonder if under any other business it would be possible to ask the committee if it would consider stopping the deposit system for booking into normal weekend rallies (not bank holiday or special rallies)

The reasons are as follows:

1. Some people pay and some do not
2. Visitors from other Centres do not send a deposit as they do not know our system
3. There is confusion as to sending £2 or £3
4. Cheques for such a small amount are a nuisance, Cheques are decreasing in normal use, it has been known for the Cheques to run out of date.
5. Paying a small amount is not likely to deter you from turning up
6. It is confusing for Rally Officers, people send different Cheque amounts, a few have vouchers from the Centre, some pay cash, some just send in their slips no money.
7. Rally expenses when someone fails to turn up is now much less than it used to be, milk and newspapers are now not supplied. (Just plaque expenses and more than likely just minimum numbers only have to be ordered anyway)

Many thanks, have a good meeting.

Ken Sumpter