

THE CARAVAN CLUB CHESHIRE CENTRE
RALLY OFFICERS MEETING SATURDAY 19TH SEPTEMBER 2015 10:00HRS

Welcome to Woodford, good morning and thank you for supporting the RO meeting, I am sure you will find the meeting beneficial. This meeting is a chance to bring the centre ROs together and discuss our rallies in a central arena.

Apologies for absence:

Elaine Highton
Valerie & John Whittaker
Margaret & Simon Farrow
Pauline & Frank Radcliffe
Diane & Alan Vardy

Minutes from the previous year have been circulated; could I have a proposer and seconder for these minutes?

Proposer: Sandra Bowler **Seconder:** Linda Smith

Those in favour: Unanimous

2015 REPORT

This is my 2nd year as Rally Secretary and I remain proud of the way in which our centre delivers rallies to the ralliers who enjoy them. As a committee we have had to make some difficult decisions in the last 12 months. Some are pleasant and some that will no doubt not suit everyone.

In September '14 I started the quest of making the brochure up for this year. It was to be the first year a digital brochure would be emailed out to the rallying masses.

At the start of November our webmaster sent 2000+ to ralliers. We had a very small number of bounce backs and a number of people who asked to unsubscribe.

I would like to take this opportunity to thank the committee in their support of having a digitally delivered brochure supported by a paper copy that for the first time would be self-funding and therefore protect the Centre funds. Thanks also to the web team and our committee IT group who modified and sent the digital version out.

The brochure remains a key focal point of the committee. No longer could the Cheshire Centre continue distribution of the brochure free of charge to each of our members. Financially we would have been poorly placed in the coming years. This topic raised a number of very good quality conversations and some rants. Many people found the digital brochure useful but also added a paper copy, preferring the traditional look and feel. Most people who contacted me to rant hadn't read or understood that the digital brochure wasn't and isn't a replacement – it's merely another method of delivering the rally information to you all in a widely accepted way.

Instead of the 2500 brochures produced and distributed at a cost to the centre in 2013 we have now seen just 500 printed and paid for at a cost of £3.00. Not all of these brochures sold so we are once again looking to address the quantity. In the next year it's likely to be 200-300 with a digital version being emailed again.

We have also chosen to return to a spiral bound brochure in 2016, with some information returning – that had been removed to save page costs.

Be assured, for the foreseeable future the brochure will remain in a paper format with the support of a free of charge digital version, emailed to every member.

By the end of 2015, as a centre, we will have delivered over 100 rallies.

We hosted Easter rallies across England, Scotland and Wales, with holiday rallies in England, Scotland, Wales, France and Germany.

In a time when we still hear that rallying is not what it used to be and that caravanning is a minority hobby it's refreshing to know the actual facts, that as a centre we continue to deliver quality and value in our rallies. Speaking with local caravan resellers and dealers they have enjoyed another positive and successful sales year, with average caravan sales exceeding £22k per unit, a £2k increase on last year. They add that new technology such as air awnings and built in wifi has brought new sales to a high. We have captured new ralliers – but lost members through a variety of reasons.

It's been an interesting year communicating with rally officers who have been very understanding and sensible when faced with often difficult circumstances. You're a hardy bunch and I thank you for your time and efforts. We have seen a couple of new venues and older ones revisited. I urge you all to seek new venues and keep us thriving.

This year's Celebration rally delivered a value and quality that we are used to in Cheshire with over 300 units and 1000 ralliers enjoying a fantastic weekend. The feedback from Cheshire members and beyond was excellent, an extract from a member of over 25 years said simply "well done Cheshire, you have done us proud" I would like to thank the chairman, officers and committee AND PARTNERS who worked beyond the call of the centre to deliver such an event. I'd like to give a special mention to Paul and Eileen Bedworth, Paul worked as my right hand man and was superb throughout.

During that weekend we saw a memorable 1000 rally plaque, a huge achievement for the Gibbs' and they are now snapping on the heels of Sue & Derek for their 1100. There were a host of multiple rally plaques throughout the year, reported in the newsletter. Congratulations to all those who received those plaques this year.

NEW VENUES FINDER PLAQUES

- Venues always needed, especially now, plaques given for
 - § New venues (never used before)
 - § Venues not used by the Centre for more than 10 years
- Dates for plaque from last RO meeting to this one.
- Plaques for person who found the venue, not the person running the rally.

This year's Site Finder Plaques are presented to:

Lynn Ingham

Hollins Farm, Middlewich

SILVER SALVERS

- A Silver Salver is presented to ROs in recognition of their running rallies for the centre.
- Presented in multiples of 25 and must be claimed to be issued.
- The silver salvers to be presented this year are:

| | |
|------------------------|-------------|
| Lynn & Brian Ingham | 150 rallies |
| Carol & Steve Brackley | 150 rallies |
| Sue & Derek Martin | 125 rallies |

A few quick reminders / announcements.

- a. I currently have 26 write ups out of the rallies currently proposed.
- b. The new 2016 Rally Write Up automatically calculates the VAT and centre contribution for you adding it onto your rally price; there is also an area to add extra text or images on the web site along with an email forward e.g. Rally Officers can have a cheshirecentre.co.uk email address (i.e. andygibbs@cheshirecentre.co.uk) on their rally write up on the Rallies Page on the web site to enable direct contact between ralliers and Rally Officers. This address will then forward to their personal email address so preserving the Rally Officers anonymity.
- c. A few years ago we as a centre agreed that at socials the DJs can use Special Effects, so you as Rally Officers will need to notify the Rally Sec via the new Write Up sheet if your rally plans to use; there is a field on the write up sheet for you tell me.
- d. All the Rally Officer forms can be printed from Cheshirecentre.co.uk.
- e. Rally envelopes are also at the back of the room.
- f. If Rally Officers decide to cancel a rally for whatever reason the protocol is to inform the Rally Sec who will take the request to committee. Decisions of this nature are on a case by case basis as each rally has it's own circumstances.
- g. Should a change of venue, date or rally officer be required, this will be dealt with individually and on it's own reasons and merits. There will be no blanket rule covering all rallies as circumstance varies hugely.

RALLY BROCHURE

The Centre needs to preserve it's funds to ensure we thrive and continue.

The digital version will once again be emailed to you. If you wish to receive this on time, please ensure we have your correct email address. It's your responsibility to do this, we cannot chase 2000+ members, we're sure you agree.

- It is now all done electronically, I laid out the last years book NOT THE PRINTERS
 - Big cost savings (bad on time)
 - Quicker turn round on the brochure.
- Advertising - it helps to pay for the brochure **SO PLEASE MENTION US**

- Layout of book seemed fine:
 - No address for co-rally officers
 - Write-up description of 60 words **MAXIMUM**
 - Directions **CONCISE (small) some of you insist on giving directions from a pub 10 miles away but please appreciate the formatting. Please add “No Sat Nav” if appropriate.**
 - Email the forms to me as this saves typing and more importantly any mistakes.
 - I will no longer be accepting telephone calls of “put whatever I had in last year” or emails saying “just add what we had last year” – I have to collate over 100 rallies so please appreciate this and take the small amount of time needed to do your own correctly.

2016 PROGRAMME

- **NO RALLIES CAN BE ADDED AFTER THIS MEETING**
- So far this year, at the start of this meeting there are 100+ proposed rallies
- MINIMUM CONTRIBUTIONS as presented at 2014 meeting as follows:
 - Weekend rally £1.00
 - Long Weekend £1.50
 - Holiday Rally £2.00
- FULL RALLIES
 - PLEASE Inform Rally Sec when rally is full
 - System for reporting a rally full – email me / ring me / tell me on the rally field...
- Return accounts to treasurer in 14 days
- Notes to ROs
 - Please read
 - Suggestions for change
- Rally Write-up Forms
 - **Final Deadline for return 1st October, not 2nd or 3rd....there is no allowance this year. This is your responsibility, not mine**
 - Contact Sports Officer if you wish to hold Official Children’s Sports or Warm-ups
 - 4B’s for rallies out of Cheshire need applying for ASAP...pre 1974 county boundary is used as centre boundary

For most rallies we have 2 ROs, if you feel you need more that’s fine, but the Centre’s protocol is that you ask the committee via the Rally Sec. An -mail will do just fine.

If you want to add a rally during the meeting, you can, no problem, but can I ask that you have a venue, date and Rally Officer...”we’re doing a fun rally at a school in June” is simply not enough!

Read through of proposed programme.

This rally programme agreed today will be ratified by the committee on 7 October, so please don't book anything / sign contracts, accept agreements until the programme has been ratified. If the committee have an issue the Rally Sec will contact you.

TREASURER'S REPORT

Most, if not all, of what I have to say, you have heard from me in previous years, but it is still important.

Make sure all cheques submitted are correctly made out:- payable to the 'Caravan Club, Cheshire Centre; ensure words and figures agree; that the cheque is signed and dated, and that the cheque is in date ie it will be less than 6 months old when it is presented; which means it needs to have 2 to 3 weeks left of the 6 months when you send it to the Treasurer. Please write the rally number on the reverse of all cheques, this makes it so much easier to identify if a cheque is returned from the Bank. Your cheques should be sent to the Treasurer well in advance of the date you want to receive your cheque back; it can take up to 2 weeks for any problem cheques to be returned to me from the Bank. Please bank your rally cheques before the rally wherever possible. I am aware that we do not have any rules about when you should bank your rally cheques, the rally officer notes simply say 'bank at convenient intervals', I certainly wouldn't want any rules introduced, I prefer to leave it to you the rally officer to decide what suits you best. But if any of the cheques are not cashed by the paying bank it will be harder to recover the rally fee after the event. I know that some of you are happy to cover the rally expenditure yourself and then recover the cost from the centre, if you want to balance up after the rally that's fine but I still urge you to bank the cheques before the rally and simply write on the rally remittance form "hold until after the rally".

Try and get receipts for all your expenses wherever you can. Remember you must put a proper VAT invoice to receive the VAT on your expenses. This is usually more than just having the VAT number on the receipt. Please also get invoices addressed to the Centre, it is no longer possible to claim back VAT on invoices to other people, eg you the Rally Officer. This is likely to be of concern to Rally Officers running the bigger rallies and using the Cash & Carry warehouses, if you need a card in the name of the Cheshire Centre for buying your rally goods contact the Centre Secretary or the Rally Secretary who will provide you with the necessary introductory letter.

Please try and use the analysis sheets that support the rally accounts if you have more than one or two receipts. The idea of these sheets is not to create more work, but to give you somewhere to list the rally expenses so that you can add them up and I, and the Auditors can see where the figures on the account have come from, it really does help. If you don't want to split the expenses into different categories, just list everything under one column.

If you use a computer you can download an electronic copy from the web site, it saves an awful lot of work. If you have never done your accounts electronically you only have to phone me, I am happy to fire up my computer and talk you through it. Once you have done it this way, I can assure you it will be so much easier.

If you have expenses for which you haven't been able to get a receipt, just list the expenses on the analysis sheet in the same way.

If you ever have any questions regarding your account please do not hesitate to give me a ring.

AOB

Brian McMurray – Is it possible to open up weekends, such as the Juniors, to allow more choice to the ralliers?

Rally Sec response – This will be taken to Committee for further discussion.

Ray Baron – What is the Centre Membership currently?

Rally Sec response – The centre is in a strong position, but the committee will look at the figures and report back accordingly.

Brian McMurray – Is it possible that the minutes of this Rally Officer Meeting can be made available to the membership before the next meeting?

Rally Sec response – Yes. This will be discussed at the next committee meeting, with a suggestion to share via the Centre website.

Sue Martin – Can a bag be sourced to carry the centre boilers to avoid damage to member's vehicles?

Rally Sec response – Each set of kit is currently carried in a blue bag although the boiler was not included in this.

Equipment Officer response – This will be taken to Committee for further investigation.

Jimmy Shaw – Please can Rally Officers clean kit after their rally.

Chairman's response – All kit should be dry and clean before passing it on or returning it to the Equipment Officer.

Brian McMurray – Can the Rally kit be split into 2 bags for ease of carriage. When full, the bag is very heavy and quite difficult to place into a vehicle.

Rally Sec response – The committee are currently looking at the rally kit and will report back.

Equipment Officer response – Please let me know of any issues arising from rally kit.

Sue Martin – As the Committee is a little short on members this year, could Rally Officers order their own plaques direct to save a role?

Chairman's response – The role of plaque officer will still be available to the incoming committee. Baypress prefer a central contact. However this will be discussed at Committee.

Chris Haig thanked Nick & Becky Rae for their work on today's meeting and thanked all those present for their comments.

Meeting closed at 11.15hrs.