



**MINUTES FROM THE LINCOLNSHIRE CENTRE CTTE MEETING
HELD AT BRACEBRIDGE HEATH VILLAGE HALL ON
13th DECEMBER 2011**

Present	Mick Williamson Tony Heaps Robin Budworth Colin Spendley Mark Chesman Ben Sanderson Carole Williamson Jean Coupland Phil Sanderson Wayne Kirman	Centre Chairman Hon Treasurer Hon Secretary Rally Secretary Youth Liaison Officer Sports Officer Asst Treasurer Rally Equipment Committee Member Webmaster
Apologies	Gary Horner Graham Sewell Huw Phillips	Sports Officer Advertising & Sponsorship Secretary Specialist Equipment

Item (a)	Discussion and Decision (b)	Action (c)
1. Welcome	The Chairman opened the meeting at 19:00 hrs and thanked everybody for coming.	
2. Minutes of the Last Meeting / Matters Arising	Minutes of the meetings held 8 th November 2011 and were approved and signed by the Chairman. Proposed: Jean Coupland, Seconded: Tony Heaps	
3. Financial Statement	An internal audit has been completed with no major issues present. The fund is now in a position to be taken over completely by the Treasurer. The following members of the committee have been nominated as signatures for the fund- Mick Williamson - Chairman Huw Phillips - Specialist Equipment Tony Heaps - Treasurer Robin Budworth - Secretary Approved by the committee.	

<p>4. Secretary / Membership</p>	<p>Membership - As of the 4th November, the total of lead members is 1478. This total is down but the information gained from the weekly returns seems to show that Caravan Club Members are forgetting to re-new their Centre Membership whilst renewing their Club Membership.</p> <p>Correspondence -</p> <p>BBH Village Hall - invoice received</p> <p>Executive Secretary Caravan Club - wants all e-mail addresses to be centre based rather than using personal ones. This is to streamline the e-mail system.</p> <p>Caravan Club Contact lists.</p> <p>National Rally - There will be NO non-centre lines at the National. Non-centre members will be placed in their local centre lines.</p> <p>Questions were asked about social activities for Lincs Centre members.</p> <p>JTF credit note</p> <p>Outside flood lights - low energy replacement bulbs The cost of the low energy bulbs is very high, as the lights are only used occasionally it was felt this cost could not be justified. Lower wattage standard replacement bulbs have been purchased instead.</p>	<p>Reminder to re-new with Lincs Centre to be put on website.</p> <p>Webmaster to issue passwords etc.</p> <p>Copies to Rally Sec, Treasurer & Chairman</p> <p>National correspondence to be sent to Huw Phillips (Block Marshal)</p> <p>Item to be added to next months agenda</p> <p>Secretary to speak to JTF</p>
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<p>5. Rally Secretary Update</p>	<p>Rally book - Now with the printer and should be sent to the secretary just before Christmas</p> <p>Form 4B - 2 more have been received from Yorkshire Pennine Centre to rally just inside our county. This has been approved.</p> <p>Inter-centres - Pre planning meeting went well and the constitution was agreed. A working party will be needed and job allocation etc will be sorted post the Christmas and New Year celebrations. Toilet hire has been sorted and delivery date has been set.</p> <p>Rally information for web site - Information can now go "Live" on the web site but as the Rally Book has not been delivered, rallies post 1st March can not be booked until January 2012.</p> <p>On-line bookings - It was decided that on-line booking was to be encourage for all rallies expect for deposit and pre-paid rallies. This is due to the fact that we do not have any form of on-line payment available at this time. This facilitate is to be investigated and updates to be reported back to the committee at future meetings.</p> <p>Caravan Club Magazine - A complaint was received that nothing was published in the December magazine to advertise a certain rally to be held in December. Upon investigation - it was ascertained that NO adverts for any centre had been published in the magazine due to the fact that the Caravan Club will be launching their new Centre Pages in the January edition. The committee considered that submitting any complaint to East Grinstead would not be productive. As an aside to the complaint, it was suggested that more rally marshals should avail themselves of the ability to promote their rally with adverts on the Lincs Centre web site, as this meduim was available to the same readership as the Caravan Club magazine. It was accepted that a very minor number of our members did not access the internet, however, the vast majority of club members did have access, this being an established fact, applicable across the whole of the Caravan Club. After discussion it was agreed that whilst the service was available, the centre would still submit requests to the magazine for publication. Also strongly recommend using the Lincs Centre web site and standing up during flag to advertise their rally during Flag.</p>	<p>Webmaster to arrange</p> <p>Webmaster and Treasurer to action</p> <p>Rally Sec to keep sending the Caravan Club Centre adverts through the new Centre Pages system. Rally Marshals to plug their rallies via the Lincs Centre web site and Flag.</p>
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<p>6. YLO Matters</p>	<p>Teddy Bear Plaque / Passport scheme - Passport system to be introduced - after 10 confirmed rallies then the passport can be submitted for a free place at the Children's Christmas Party. The teddy bear plaque will still be available to be presented at the Party to all children that have achieved the qualifying number of rallies. The age limit for the passport scheme will be 16 and the age limit for the plaque scheme is still to be addressed.</p> <p>Gazebos costs - Prices that have been sourced so far total £136 but do not include the sides. Phil Sanderson said he would contact a company that had done deals that included all the sides and would report back at the next meeting.</p> <p>Co-opt Andy Eccles onto the committee - It was proposed to co-opt Andy Eccles onto the committee as Assistant YLO. Proposed - Mark Chesman, Seconded - Phil Sanderson Unanimous agreement from the committee.</p>	<p>YLO to advertise new passport scheme and produce the "passports" and finalise age limit for the plaques.</p> <p>Phil Sanderson to source gazebo costs.</p> <p>Andy Eccles co-opted onto the committee. New van plaque to be ordered.</p>
<p>7. Sports Officer</p>	<p>Costings for the new sports bibs were unavailable.</p>	<p>Costings to be available at next meeting</p>
<p>8. Rally Equipment Officer</p>	<p>Equipment Service - All rally equipment now being serviced</p>	
<p>9. Specialist Equipment Officer</p>	<p>Not available</p>	
<p>10. Webmaster</p>	<p>E-mail settings - All e-mail addresses have been set up and new passwords and instruction guides will be sent out shortly.</p>	<p>To be actioned.</p>

11. AOB	<p>Equipment Storage - Preliminary investigation with a local caravan storage site, Heath Farm, has been made. Further investigation to be carried out with the site owner.</p> <p>Committee run rallies - The Chairman suggested that the term "Committee run" should be changed to "Committee Lead". This then would allow the fact that not all committee members are available for all the nominated rallies and outside help would be needed. A member of the committee would be the lead marshal and willing volunteers can then be made assistant marshals. This does not change the fact that maximum effort to help at all rallies is required by the committee.</p>	Chairman and Secretary to follow up
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12. Next Meeting	<p>With no further business the meeting closed at 21:20 hrs.</p> <p>The date for the next meeting: 7.00pm, 10th January 2012 at BBH Village Hall.</p>	
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Signed:

Chairman: Mick Williamson

Date: