



**The 77 Caravan Club Annual General Meeting (AGM) Minutes**

**19.10.2024**

**2:30pm**

**Pleshey Village Hall**

**Present** – Sue & Steve Aylott, Kathy & Barry Barker, Michael Broadway, Karla & Kevin Cairns, Ian & Catherine Chittick, Richard Crossman, Mark Crossman & Yvonne Allison, Pete & Becky Dunmore, Peter Eusden, Tina Edwards & Neil Gristwood, Ron & Doreen Gladden, Elaine & Chris Gristwood, Pat and Derek Lawler-Jones, Maria Nash & Phil Wright, Janine & Adrian Marshall, Helen & Phil Molloy, Louisa Ouadhi & Colin Tremayne, Diane & Roland Parker, John & Joan Stevenson, Chris & Dave Wesbroom.

**Documents available at the AGM;** Agenda, Minutes from 2023 AGM (up to page 16 – appendices excluded), 2024 Account Summary (dated 07.09.2023 to 07.09.2024), Rally attendance summary and provisional 2025 rally listings.

There was no promotional information for the 2025 spring bank holiday to Weston-Super-Mare as this was a holiday members have already had to sign up to this earlier in the year.

**2024 Committee Members**

Chair Person – Ian Chittick (IC) – *meeting chair*

Vice Chair Person – Pete Dunmore (PD)

Treasurer – Christine Wesbroom (CW)

Membership Secretary – Becky Dunmore (BD) – *meeting minute taker*

Booking Secretary /Webmaster – Catherine Chittick (CC)

Catering Officer – Diane Parker (DP)

Committee Member – David Wesbroom (DW)

Rally Officer – Philip Wright

Sports & Games Officer – Barry Barker

2024 Accounts Auditor – Maria Nash (MN)

IC opened the meeting at 2:30pm.

### **1. Apologies Received (IC)**

IC welcomed attendees to the meeting and proposed agenda which was made available to all attendees.

IC announced 4 formal apologies received; Fred & Kerry Gibby, Joe & Julie Hamilton, Bob & Deb Maskell and Clare Lloyd & Barry Tolhurst.

### **2. Review of Minutes from 2023 AGM**

No issues raised.

Minutes unanimously agreed as a true account.

### **3. Chairperson's Review (IC)**

IC reflected that he had enjoyed his second year in post as club Chair Person. He gave thanks to the 2023 committee for their help and commitment to the club. IC thanked all club members for their continued support. IC welcomed and gave thanks to members and expressed his hope that they would continue to rally with us in the coming years. IC reported that all rallies had gone ahead this year (no cancellations) and that they had all been well attended. He expressed his thanks to all rally hosts for the fun entertainment and evenings provided at rallies this year.

IC expressed his gratitude as a member and on behalf of his family whom he stated had experienced an enjoyable rallying year.

### **4. Officer's Reports**

#### **4.1 Vice Chair (PD)**

PD seconded the reports of IC.

He provided his personal thanks to all hosts, club and committee members. He reflected that he felt his second year in post had been easier and that whilst there had been unforeseen circumstances at rallies this year, the club and committee had adjusted well. He expressed his personal thanks from himself and his family for another enjoyable year of rallying.

#### **4.2 Booking Secretary / Webmaster (CC)**

CC stated that she had also had a good and enjoyable year. She reflected that the venues had all been good and that there had been an exciting new venue added this year which members had enjoyed. She referred members to the provisional list of 2025 rallies (see Appendix) which includes another new venue as well as some the club have visited previously. CC extended her request for more rally hosts and requested members inform her at the end of the meeting of any dates they would like to host.

#### **4.3 Membership Secretary (BD)**

BD stated that she had also had a positive year both as an attendee at rallies but also as a member of the committee. She confirmed that there are currently 35 registered members which is 2 less than last year. Sadly some members have been unable to register due to ill-health and/or other personal extenuating circumstances. BD confirmed that there are a total of 24 registered club children comprising 7 children and 17 grandchildren all of whom are eligible for boy/girl of the year. BD welcomed 3 new members; Helen & Phil Molloy, Clare Lloyd & Barry Tolhurst and Mark Crossman & Yvonne Allison. All have joined through friends/family of the club and/or word of mouth. BD gave thanks to members for promoting the club and inviting new members along. She confirmed that club maintain their 100% conversion rate for new members.

#### **4.4 Committee Member (DW)**

DW reported that he had also enjoyed this year and been happy as a spare committee member to chip and help when needed. He confirmed he continues to send club children birthday cards and maintain the points for the boy/girl of the year which he reported was another very tight competition this year.

#### **4.5 Catering Officer (DP)**

DP stated that she has continued to help out when needed and enjoyed herself this year. She confirmed that after 4 years as Catering Officer she is now stepping down from this role.

#### **4.6 Treasurer (CW)**

CW also stated that it had been another good year for the club. She reflected that she had found her role challenging and that after 3 years she was also now stepping down from her role. She thanked everyone for their support.

#### **4.6 Sports & Games Officer (BB)**

BB gave thanks to everyone for their willingness to take part in the sports and games throughout the year. He stated that he felt the games had been enjoyed by most (especially the water ones!) and that he had enjoyed developing new games. BB also confirmed that he will also be vacating his post.

#### **4.7 Rally Officer (PW)**

PW thanked all the committee and club members and stated that he felt he had experienced no problems or concerns. He stated that he had enjoyed his role and strived to do the best he can.

### **5. Financial Report (CW)**

A copy of the account summary was made available to club members at the meeting. The summary was reported from 07.09.2023 to 07.09.2024.

CW reported that there was money in the account from the dinner dance monies which have yet to be paid to the caterers. She confirmed the club overall is in a good financial position.

IC invited the club members to raise any questions or concerns about the accounts.

No questions or concerns were raised.

### **6. Auditor's Report (MN)**

IC asked MN if there were any concerns from her audit.

MN reported to the meeting that the accounts were a fair reflection and that all transactions/monies were appropriately accounted for and that her audit had raised no questions or concerns.

IC/PD presented MN with a gift to thank her for auditing the accounts this year.

## **7. Election of Committee Members for 2025**

IC informed the meeting that he had received nomination forms for all current 2024 committee members who wished to stand again for their roles (IC, CC, PD, BD, PW).

He also reported that nomination forms had also been received for the 3 roles vacated by CW, BB and DP. These were; Janine Marshall for Treasurer, Tina Edwards for Catering Officer and Adrian Marshall for Sports & Games Officer.

IC confirmed that there were no roles contested by more than one applicant. The meeting was asked if there were any objections and none were raised.

The new 2025 committee were therefore confirmed as follows;

Chair Person – Ian Chittick

Vice Chair Person – Pete Dunmore

Membership Secretary – Becky Dunmore

Booking Secretary & Webmaster – Catherine Chittick

Treasurer – Janine Marshall

Rally Officer – Phil Wright

Sports & Games Officer – Adrian Marshall

Catering Officer – Tina Edwards

Committee Member – David Wesbroom

IC welcomed the 3 new members to the 2025 committee.

## **8. Election of Auditors for 2025**

IC asked for a volunteer to audit the accounts in 2025. MN volunteered for a second year and no challenges or oppositions were raised.

2025 Auditor – Maria Nash

## **9. Submission Requests for Discussion**

IC informed the meeting that he had received proposals from 1 member; Becky Dunmore (BD) with respect to how complaints are managed within the club.

IC invited BD to discuss her proposal.

## **9.1 Complaints Procedure**

BD expressed that she felt saddened to raise this but felt that there had been some instances in the last year where complaints had been raised in ways which had unintentionally caused distress to committee members and hosts. BD did not provide names or specific details but expressed her view that being approached at rallies for members to complain at did not feel appropriate because it made individuals feel vulnerable and undervalued. She felt it also had the potential to spoil the rally experience for members and was not consistent with the club's ethos and at times didn't set a positive or welcoming tone for new members. BD also commented that she felt that social media was also used inappropriately at times and wasn't the place for members to complain about rallies. BD reiterated that the committee are volunteers, all of whom have families and jobs and who do the roles entirely in their spare time as a commitment to the club. She reported that things do not always go to plan but that there is a time/place and procedure for raising complaints as follows; (a) issues to do with rallies should be reported to the Rally Officer in the first instance and (b) to the Chair Person. Any complaints not related to a rally should be put in writing (e.g. email) to the Chair Person.

IC confirmed that this was the existing process and should be followed. He confirmed that social media was not an appropriate forum for complaints.

BD suggested that this is added into the rally book in 2025 which IC agreed with. IC opened this up to club members for comment. No comments were made.

## **10. Any Other Business (AOB)**

### **Communications with Club Members not on Social Media – raised by Louisa Ouadhi (LO)**

LO asked IC what the process was for updating members about rallies for those who do not use facebook.

IC responded by confirming that both the website and the facebook page are updated with information. IC confirmed that whilst facebook provided instant updates, information on the webpage did often take time to upload.

Phil Molloy (PM) raised the suggestion of a club members' Whatsapp group which prompted some wider discussion amongst the meeting.

BD responded that this required explicit consent from members to join because it involved the disclosure/sharing of personal details (phone numbers). Adrian Marshall (AM) suggested that there could be a "tick box" added to membership forms which members could tick as consent to join a whatsapp group. BD suggested that emails could be used to do this. IC invited a show of hands to see who would like to join this potential group but this was not a majority. Sue Aylott (SA) stated that she would not want to join because of the potential number of notifications this could result in. CC reflected that the group can be used for administrators to send updates only and that the ability to reply/comment can be restricted to prevent this. PM reflected that the club/committee would have ownership of how a whatsapp group was utilised for communications. Further comments were

made that not everyone uses Whatsapp and that members have the right to say no and that this can become confusing and segregating.

This prompted a wider discussion regarding GDPR.

Kevin Cairns (KC) stated that he had previously asked the committee for a list of members' details and was refused on the basis of GDPR.

IC invited BD to respond.

BD confirmed that as membership secretary she was responsible for the club's data and security. Under GDPR all personal information has to be kept securely and cannot be shared without permission/consent. BD stated that whilst this could be looked into, if some members did not consent then this would result in 2 lists of data and increase the risk of loss/breach. Under GDPR there also has to be appropriate reason/cause to share data and thus providing a list of membership details for all isn't consistent with this. Fines for loss of information and or breach under GDPR can be high and the club would not be able to withstand a fine. BD suggested that if members want other members' details then they should approach them directly to ask, or contact BD who can then contact a specific member with specified request/reason to share contact details.

Yvonne Allison (YA) raised the issue regarding consent to take pictures. BD responded that this was already in the club constitution and rally book.

LO asked about the facebook group and related privacy settings. CC responded to confirm that this group was private and for active members only.

IC stated that going forward the committee would discuss/explore the use of alternative communications for the club in 2025.

Doreen Gladden (DG) asked if the club would still announce information on facebook. She expressed that most people use this and it seems to currently work well. IC confirmed that the club would still use this and the website as main methods of communication.

IC invited any other business. None was raised.

### **New Years Eve Rally – Langham, 29<sup>th</sup> December 2024 – 1<sup>st</sup> January 2025 (IC)**

IC reminded everyone about this rally. Fee is £40 and there is access to the hall toilets (but not the hall) throughout. There is a takeaway planned for the first night followed by a quiz. On new years eve there is a meal booked at the local pub followed by a disco. 13 units confirmed. IC welcomed new ideas/plans for the weekend and reiterated that it is only £2 per head for any visitors.

IC gave a welcome toast to the new committee for 2025.

Meeting closed at 3:14pm.

## Appendix 1 – Rally Attendance Summary

MEMBER 1	MEMBER 2	FAMILY NAME	RALLIES
Clive	Chris	Austin/Russell	2
Steve	Sue	Aylott	8
Eric	Glynns	Bannock	4
Barry	Kathy	Barker	9
Quin	Pauline	Baum	0
Bob	Joe	Bowles	2
Mick		Broadway	1
Kevin	Karla	Cairns	11
Brian		Cartwright	0
Ian	Catherine	Chittick	14
Richard		Crossman	8
Peter	Becky	Dunmore	15
Peter		Eusden	15
Terry	Marilyn	Fisher	0
Fred	Kerry	Gibby	8
Ron	Doreen	Gladden	11
Chris	Elaine	Gristwood	8
Neil	Tina	Gristwood/Edwards	12
Joe	Julie	Hamilton	2
Derek	Pat	Lawler-Jones	3
Ray	Chris	Lawrence	0
Lee	Maddie	Marsden/Green	0
Adrian	Janine	Marshall	11
Robin (Bob)	Deb	Maskell	2
June	Brian	Mundy/Copper	0
Roland	Diane	Parker	12
Louisa	Colin	Quadui/Tamane	4
John	Joan	Stevenson	7
David	Christine	Wesbroom	7
Brett	Kim	Wesbroom	2
Steve	Sue	Wray	0
Phil	Maria	Wright/Nash	11
Phil	Helen	Button	2
David		Gladden	1
Phil	Helen	Malloy	2
Barry	Claire	lloyd	1
Mark	Yvonne	Crossman	2

## Appendix 2 - 2025 Rallies

**DAY MEET** – 15<sup>th</sup> February – Great Leigh’s Village Hall

21<sup>st</sup> - 23<sup>rd</sup> March – Hollesley Village Hall, Woodbridge

4<sup>th</sup> – 6<sup>th</sup> April – Leaden Rodings, Dunmow

**EASTER** – 17<sup>th</sup> – 21<sup>st</sup> April – Crowfield Village Hall, Crowfield

**MAYDAY** – 2<sup>nd</sup> – 5<sup>th</sup> May – Holme Hale Village Hall, Thetford

**SPRING BANK HOLIDAY** – 24<sup>th</sup> – 31<sup>st</sup> May – Dulhorn Campsite, Weston-Super-Mare

**\*NEW VENUE\*** - 13<sup>th</sup> – 15<sup>th</sup> June – Ashfield’s Carriage & Polo Centre, Great Canfield

27<sup>th</sup> – 29<sup>th</sup> June – Clare Priory, Sudbury

**FISHING RALLY** – 11<sup>th</sup>– 13<sup>th</sup> July – Home Farm Fisheries, Saffron Walden

25<sup>th</sup> - 27<sup>th</sup> July – The Shotley Rose, Shotley

8<sup>th</sup> – 10<sup>th</sup> August – Rewshall’s Farm, Mersea

**AUGUST BANK HOLIDAY** – 21<sup>st</sup> – 25<sup>th</sup> August – Norton Village Hall, Bury St Edmunds

**\*ELECTRIC\*** - 12<sup>th</sup> – 14<sup>th</sup> September – Burleigh Hill Farm, St Ives

26<sup>th</sup> – 28<sup>th</sup> September – Clopton Village Hall, Woodbridge

10<sup>th</sup> – 12<sup>th</sup> October – Whatfield Village Hall, Ipswich

**AGM** 24<sup>th</sup> – 26<sup>th</sup> October – Pleshey Village Hall, Chelmsford

**HALLOWEEN/FIREWORKS** – 7<sup>th</sup> – 9<sup>th</sup> November – Hallowntrees, Nacton

**DINNER & DANCE** – 21<sup>st</sup> – 23<sup>rd</sup> November – Room in the Rodings, Ongar

**NEW YEAR** – 29<sup>th</sup> December – 1<sup>st</sup> January - TBC