

Severn Valley MCC Committee Meeting: Saturday December 9th 2023
Present: Phil Care (Chairman), Andrea Care (Treasurer), Tony Barnsley (Vice-Chair), Gail Cole (Welfare) Andy Mawdsley (Webmaster), Hayley Scarborough (Secretary)
<p>Rally Booklet</p> <p>Planned document to include – list of committee members, message from the chairman,, “what’s on” section for local information, back detachable page with rally diary</p> <p>Action</p> <p>PC to get printing quotes and source advertisers</p>
<p>Facebook</p> <p>Administrator control to be held by the committee. HS to hold administrator responsibility and liaise with AM re information that needs to be placed onto website.</p> <p>Action</p> <p>PC to speak to KL to transfer details to HS</p>
<p>Finance</p> <ul style="list-style-type: none"> • Some members raised the balance of funds at the AGM/Members’ meeting – currently around £15k. The last 2 rallies have made a loss – the majority of this was at the AGM due to a low turnout and the resulting over catering. • The cost per night of the New Year Rally has been reduced and is bookable (allowing better control of catering costs). The costs will be around £2k for the rally (including food and entertainment) and these costs should be covered by the member rally fees. Possible addition of food to the disco discussed, but unsure if venue will allow a bring and share buffet. • PC mentioned that the finances had not been left “tidy” when transferred. • It was decided that the committee would aim to reduced the balance of funds from £15k to £10k by the next AGM <p>Action</p> <p>PC to contact NY venue to see if a “bring and share” buffet would be possible. If not the cost of the venue supplying a buffet to be discussed.</p>
<p>Health & Safety</p> <ul style="list-style-type: none"> • TB advised that in the past a notice had been placed in the Host’s windscreen with details pertaining to contacts for GP, hospital etc. • Trained first aider – this was discussed but the lack of protection against prosecution afforded to a first aider by the MCC insurance was a concern. • It was proposed to have a nominated committee person for H&S at each rally in addition to the hosts and any medical emergencies would be dealt with via 999. • MCC has a new RA template. These will be part completed before the rally with as much info as possible with the remainder being done once onsite. <p>Action</p> <p>PC to approach COMS PC & HS to part complete RA prior to rally PC to print off some accident and incident forms</p>
<p>Audit of club assets</p> <ul style="list-style-type: none"> • Items to be obtained from CW at the NY rally. TB & PC to review these and decide what is viable,

what should be discarded and what needs to be purchased. This info will then be discussed at the next committee meeting.

Action

TB & PC to audit assets

HS to add to agenda for next meeting

Website

- AM has tidied up the website but “Go Daddy” offers only limited templates.
- Probably not worth buying the domain name as this will require someone to host the website. COMS is looking to roll out integrated websites to all groups in the future.
- Now much easier to navigate the website and the next rally is at the top of the list. The rally postcodes have been linked to google maps to make route planning easy. Some rallies also have links to the sites own website – eg Newlands & Lickhill.
- AM wants to include a welcome message on the website and TB said he has a document by Walter Barlow with some useful info on the history of SVMCC.
- AM wishes to make the website more interactive and to give members a purpose to visit the website. He proposed the introduction of surveys/polls to gain members’ views on items. Go Daddy charge for this service but both Google and Messenger (which links to facebook) have free options. The committee felt this was a good idea.
- AM proposed a “buying and selling” page on the website – for motorhome related items. The committee will not have any involvement in these sales and purchasers, but members will be able to ask the webmaster to add items to the page but they must supply their own contact details.
- An advice & review page was also discussed and was felt to be a good idea. Reviews will need to be moderated

Actions

TB to send AM a copy of the Walter Barlow Document

AM to investigate member survey/poll options and cost

AM to add a welcome message to the website

AM to look into a market place page and an advice/review page

AM to investigate if advertising is possible on Go Daddy platform

Rallies

- Hosts – PC informed the committee that it is proving difficult to get confirmations of dates from sites for next year. This is impacting on finalizing the rally booklet. PC proposed sending out the rally booklet with the February edition on the MCC magazine. The booklet could be taken to the Malvern office for posting. The committee agreed.
Discussed how to attract more hosts – sheets to be put up at NY rally for people to sign up to host. It was felt it would be a good idea to have 2 couples to host a rally – to give some down time and help keep check in moving. Put on the website that hosts get a free stay at the rally. The hosts will set the programme for the rally & purchase raffle prizes.
A rally pack to be created for hosts – to be given out at NY rally to all members present
- Bookable rallies – to prevent large losses (like at AGM where catering was for 100 but only 15 vans attended). All rallies where food is being put on as part of the package via caterers are to be bookable. PC also suggested taking a deposit.
- Loyalty card – discussed and felt to be a good idea. Collect 16 stamps on non bookable rallies

and get a free rally. The free rally would exclude the higher cost rallies such as AGM & NY).

- Rally Activities – to keep rallies fresh. To be placed on next agenda
- National Rally – to be placed on next agenda

Action AM to put info around hosts getting a free rally onto website
PC and TB to produce/collate a rally pack for hosting
HS to place rally activities & National on next agenda

Raffles

- Limit number of prizes. Hosts to purchase max of 10 for a max of £50. Any donations should be new products/items. All to be discussed with hosts prior to their rally and included in the rally pack for hosts.
- Use of sponsors/advertisers to donate prizes discussed. A “voucher” for £10 off a rally as a prize was felt to be a good idea.
- Double ticket system to be tried at next rally – to prevent the least appealing prizes being left on table at the end.

AOB

PC suggested setting up gmail address for email contact name.SVMCC@gmail.com. AM said we may be able to set up emails via website – he will check.

Action

AM to investigate using emails via Go Daddy