



**East Kent District Association of  
The Camping and Caravanning Club  
92nd Annual General Meeting  
Parkwood Primary School, Rainham  
Saturday 18th March 2023 at 11.07 hours  
MINUTES**

**1. Welcome from Chairman** to all 53 Members present a great turnout.  
Thoughts of those no longer with us or unable to join us this year.

**2. Introduction of Committee Members Present**

David Steward [Chairman & Sites Secretary] DS  
Karen Kent [ Vice Chairman ] KK  
Victor Kent [ Secretary ] VK  
Suzanne Prescott [ Rep to Region ] SP  
Helen West [ Committee member ] HW  
Christine Greeves [ Committee member ] CG  
Kerry Green [ Stewards/ Bookings coordinator ] KG  
Peter West [ Treasurer ] PW  
Sarah Steward [ PRO Officer ] SS  
Katrina Walsh [ stewards coordinator ] KW  
Also retiring treasurer Phil Walsh  
Finally welcome Vice President Trevor Pilbeam

**3. Introduction and welcome** to SER Representative in Attendance  
Allen and Ros Russell, Alan and Caren Moore, Trevor Wilson

**4. Apologies for absence received**

Martin and Ann Brooman, Jane and Andrew Banks, Michelle and David Clarkson,  
Paul and Mandy Martin, Paul Craft

**5. Approval of the Minutes** of 91st Annual General Meeting held on 16 April 2022  
As posted on FB and website taken as read, no comments.  
Proposed by Helen West, seconded by Robert Beattie

**6. Chairman's Report**

As posted on FB and website taken as read, no comments.  
Proposed by Katrina Walsh, seconded by Suzanne Prescott

I was delighted and honoured to be elected as Chairman for East Kent DA at the last AGM.

It has been a fantastic year for East Kent. Our meets are busier than ever, so much so that several meets have been sold out. Not everyone is a fan of the online booking system, but it has warned us when we need to try and get more space if we can. This has avoided members being turned away at the gate on some meets, which would be the worst result for everyone.

The biggest event of the year was the Jubilee Meet at The Hop Farm which saw over 80 units enjoying all that was on offer, including live music, cream teas, boating on the river etc. Sadly, Queen Elizabeth passed away during the year, but that means we have a Coronation Meet later this year.

Your committee do their best to encourage new members to attend, especially families as that is where the long-term future of any DA lays. So much of the committee's work happens between meets and behind the scenes. Also, it is difficult for us to target CCC members who have never heard of DA camping. So, if you enjoy what we do, tell your friends.

As Chairman, I am very lucky to have the support of a hardworking and dedicated committee. However, it doesn't stop there, so many of our ordinary members are willing to help out, often without even being asked. The Committee cannot do it all, so all offers of help will be gratefully received.

I must give massive thanks to Phil Walsh, our recently retired Treasurer. Phil stepped in at short notice, and life was very difficult for him at first. Eventually, a new bank account was set up, and this allowed systems to be streamlined and coordinated with the online booking system. The work Phil did, along with support from former Vice Chairman Sam Shervill, will make life much simpler and less stressful for those taking over the role going forward.

In that regard I am delighted to welcome Peter West into the role of treasurer, plus at least two other new faces to the committee. Another big thank you to Katrina Walsh who is also stepping down from the committee this year.

Massive thanks are also due to Nick & Tracy Northover, whose exemplary fundraising efforts have raised significant funds for our designated charity.

So onwards to the new camping season, although most of us haven't stopped!

See you all on a rally field soon.

Regards

**David Steward**  
**Chairman East Kent DA**

**7. Secretary's Report**

As posted on FB and website taken as read, no comments.  
Proposed by Sarah Steward, seconded by Susan Cristian

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I joined the Committee at the AGM 2022 taking on the role of Secretary, it's been a challenge finding out what's needed and when to do by not to mention who needs to know,, I'm still learning for sure

The committee has held 4 meetings, 2 on ZOOM and 2 in person. Sam Shervill resigned in December but will keep doing a fantastic job of being the Webmaster, Helen West and Christine Greeves were co-opt to serve until this AGM.

Thank you to all those members who have helped to run the DA for everyone who camped with us this last year. If you have any ideas for games events let us know many hands make light work for all of us

The insurance has been renewed with Zurich. We still need to get a new contract to service our fire extinguishers

As per our Constitution, our committee can consist of up to 12 members ( this has been increased from 10 as of February 5th 2023)

Karen Kent, Suzanne Prescott, Sarah Steward and myself have one more year to serve (until the AGM of 2024).

We have appointed a new treasurer on 5th February for the coming year – thank you Peter West.

By the date advertised (1st February 2023), I have received nominations from  
David Steward (on committee at present)  
Kerry Green (on committee at present)  
Helen West (previously co-opted)  
Christine Greaves (previously co-opted)  
Cherry Pinder  
Rod Walker ( subject to Opting to EKDA )

Victor Kent  
EKDA Secretary

## **8. Site Secretary's Report**

As posted on FB and website taken as read, no comments.  
Proposed by David Ware, seconded by Nick Northover

# **Site Secretary's Report**

Another great year. So many meets were very busy and some were full.

The 2023 program is already underway starting with the incredible Abba Motown Meet at Churchills School. Over forty units booked for the first weekend in February. I was not expecting to need extra space from an adjoining site!

Already we have other meets that are fully booked this year. Please be assured that I will always try and get extra spaces if at all possible, but the best advice is book early if you can. Also you can try calling the steward on the day a meet starts as a space may have become available due to a cancellation.

As ever I have tried to put together a list of meets that has something for everyone. From quiet weekends in the middle of nowhere to busy places with lots going on for the members to enjoy. Most landowners have put up their prices, and that has led to an increase in pitch fees. However, we try and keep DA camping as the most cost-effective option available.

The numbers of new members coming out for the first time along with previous members returning is heartening to see, and definitely shows that your DA is on the right track.

We are always looking for new venues so please don't be shy if you know of somewhere that might work.

None of us can camp without stewards, and the online booking system reduces the work involved. There are still some meets that need stewards, so if you fancy camping for free, please speak to Kerry Green our steward coordinator.

This will be my last report as Site Secretary as I will be standing down from this role at the AGM. It is no longer possible for me to wear two hats, even though some would say my head is big enough! After having put together 4 years of meets it is time for me to step back and allow someone new with some fresh ideas to take up the reins.

I will give my full support to whoever takes my place to make the transition as easy as possible.

See you all on a rally field soon.

Regards

David Steward  
Site Secretary East Kent DA

## **9. Rep to Region Report**

Not posted on FB or website so read out by Suze.. comment from Trevor Pilbeam  
Suze must make her presence felt at SER that are there to support us  
no comments.

Proposed by Trevor Pilbeam, seconded by Mark Cristian

I am a recent addition to the Camping and Caravanning Club, having only joined in 2019. I soon found my desire to help out at weekend rallies gained me a nomination to join the

East Kent DA committee and I was elected as SE Rep to region at last years AGM. It has been an exciting year, and I learnt a lot about The Camping and Caravanning Club.

The South East Region members have been very welcoming and the meetings have been incredibly informative, the first being the AGM at Hole Park, Rolvenden, Kent last May. I have since attended the online meetings and I look forward to being the face of East Kent DA at the further 'face-to-face' and 'online virtual' meetings scheduled for this year.

The South East Region have some exciting events coming up. This year's 75th Anniversary celebration at Hole Park, Rolvenden, Kent in May is looking to be a big weekend filled with daytime entertainment for all ages, live music and dancing until bedtime! East Kent DA will be attending with hopefully lots of members alongside the committee members.

There is also the exciting news that the South East Region will be holding the UK National Youth Rally in 2024, an amazing opportunity for children aged 12-18 from all regions to enjoy all sorts of activities and games, competing against each other. Currently, East Kent DA does not have a Youth Group but the subject has been mentioned at the last DA committee meeting, with a consideration to starting one.

The next South East Region meeting is on Monday 3rd April in Hadlow, Kent. As the rep to region, I'd like to thank all committee members for being so welcoming and patient. A huge thank you to all members of East Kent DA for making 2022 the successful and enjoyable year of camping that it was!

Suzanne Prescott  
South-East Region Rep

#### **10. Appointment of Youth Leaders** (No nominations received)

Going forward we want to get a Youth Leader

#### **11. Report on Appointment of Honorary Treasurer**

not posted on FB or website

Statement read out by New Treasurer Peter West

Proposed by Nick Northover, seconded by Helen West

I am pleased to say I have been elected as the new treasurer for the EKDA, I hope I can do as well as my predecessor.

A very big thank you goes out to Phil from myself and all the committee for his fantastic efforts to improve and streamline the role of treasurer and improving procedures for booking.

#### **12. Treasurer's Report**

As posted on FB and website taken as read, no comments.

Proposed by Carl France, seconded by Cristine Greeves

## Treasurers Report Year 7 th Jan 2023.

This report is compiled and written on 7th Jan 2023. All rally fees and know liabilities (except Q4 VAT) have been paid (they are reported and allowed in the closing accounts) The year opened with a TOTAL balance of £13'171.51. This was made up of £4'103.02 in HQ account and £9'068.49 in bank. The Charity sub account had a balance of £2'810.45. HQ and Bank combined MINUS charity ring fenced money. Our VAT liability was **£514.96** = **£9'846.10 (True start 2022)**

The current position is TOTAL balance of £9'082.21. This is made up of £5'009.05 in HQ account and £4'073.16 in Metro current account.

We currently have no cash in hand. All monies paid to bank. Our only current outstanding liability is final VAT liability of = **£1'680.70**

**DA (after liabilities) = £7'401.51 – Charity £225.00 sub account**

**Closing 2022 DA funds (minus charity money) = £7'176.51**

**Difference = -£2'669.59**

As per last year's report and plan, we have been able to give back on entertainment in Q3&4. We also spent just over **£1'000** on the jubilee rally (money that had been raised for the DA's 90th Birthday that couldn't happen due to Covid). Remember the funds is members money so the committee feel it should be spent back on the members not accumulating in a bank.

During the year we have had 22 Meets. Some were not well attended as previously, however the big events were and well received. The THS's are where we make most of our funds to support the club and enable us to give back where we can. (I think we can all agree this year we certainly did) Next season we have 2 local THS's which hopefully will be well attended. The committee are aware and mindful of the cost-of-living crisis and the VAT rate that was reduced in Covid is now (as has been since Q2 2022) back at 20%.

Due to the above, our site secretary has changed and added / deleted some meets this year to better reflect the changing times and trends of the members.

We purchased a new party tent (due to needing a bigger more flexible and quick solution after selling air tents last year) and now can link 2 together as we did at Jubilee meet. Cost **£650**, in addition the new Disco light bar and RGB LED bar cost **£414** these have already been used on 6 occasions along with the speakers from last year saving money on outside DJs.

Nearly £3'500 was paid out on entertainment and associated social costs (prizes gifts etc) in 2022.

Although we have a deficit for the year. Will still have a very healthy balance in reserve. Looking at our costs, I would recommend we try to get though 2023 close to a breakeven point or little loss. Times are hard but we need to survive as a club. This will allow for any costs for a bad year or unforeseen costs.

If you remove capital expenditure, and Jubilee spend there is around **£650** loss for the year. With 1800 nights camped it wouldn't be hard to make up any loss at an increase of £0.50 - £1 PUPN. Sadly, lots of landowners are also increasing their costs to us next

season. As always, DA camping does represent some of the most cost effective and social camping. To this end there will need to be some increases passed onto the members next year.

I would like to thank all the Stewards for their hard work and collecting monies for the meets. As last year all bookings. payments (except last minute arrivals) are now carried out online. We also now have a card machine for those not carrying cash. This saves us carrying and having to pay in large amounts of uninsured cash. This allows for better planning, and anyone not booked being turned away due to our ongoing success at our busy meets.

All accounts and documents have been finalised ready for audit.

As most will know, I am now standing down from the role of Treasurer and Peter West has kindly volunteered. Peter took up the post on 5th Feb 2023.

Happy camping and I look forward to seeing you all in 2023.

### **13. Audited Annual Accounts and Auditor's Report.**

Accounts Audited and approved by Heather Stanton (Hayward )  
Proposed by Zara Smith, seconded by Mark Christian

## Auditor's Certificate



Please enter the balances for the following as at 31<sup>st</sup> December to verify that the accounts have been audited:

Cash in hand as per cashbook	£ 0	Actual Cash in hand	£ 0
Bank balance as per cashbook	£ 4073.16	Bank balance as per Bank statement	£ 4073.16
HQ balance as per cashbook	£ 5009.05	HQ balance as per HQ account statement	£ 5009.05
<b>Total</b>	<b>£9082.21</b>	<b>Total</b>	<b>£9082.21</b>

I/We have audited the East Kent DA  
Region/DA/Section&Section Units accounts for 2022.....  
I/We can certify that the accounts comply with the guidelines.

Audited By: Heather Hayward  
(Block Capitals)

Audited By:.....  
(Block Capitals)

Auditors Signature: *Heather Hayward*

Auditors Signature:.....

Date: 13th March 2023

Date:.....

Address: 274 KINGSNORTH ROAD  
ASHFORD  
TN23 6LU

Address:.....

Membership Number: 888812  
(If Applicable)

Membership Number:.....  
(If Applicable)

### 14. Election of 2nd Auditors

Heather Stanton will continue and Phil Walsh has agreed to be the second Auditor  
Proposed by Victor Kent, seconded by Tracy Northover

### 15. Election of Committee (max 12)

Nominations from

- David Steward (on committee at present)
- Kerry Green (on committee at present)
- Helen West (previously co-opted)
- Christine Greaves (previously co-opted)
- Cherry Pinder
- Rod Walker

Giving us 6 to start a 2 year term and 5 still in post gives us 11, so are automatically voted onto the committee

We also Debbie Steele who has agreed to join the committee ( as Site Secretary )

Proposed by Helen West, seconded by Victor Kent



## **Break - the elected committee retired at 11.30 to appoint the officers for 2023**

### **16. Announcement of Officers for 2023**

David Steward [Chairman ] DS  
Karen Kent [ Vice Chairman ] KK  
Victor Kent [ Secretary ] VK  
Suzanne Prescott [ Rep to Region ] SP  
Helen West [ Facebook admin/advertising/committee  
link to Webmaster (Sam Sherville non committee) ] HW  
Christine Greeves [ Committee member ] CG  
Kerry Green [ Stewards/ Bookings coordinator ] KG  
Peter West [ Treasurer ] PW  
Sarah Steward [ PR Officer ] SS  
Cherry Pinder ( Assistant Rep to Region ) CP  
Rod Walker ( countryside care officer ) RW  
Debbie Steele ( Site Secretary 5th Executive ) DebS  
Andy Sinclair ( Equipment Officer non Committee Role )

**17. Appointment of President and Vice-Presidents** (these positions have no voting rights) Trevor is happy to continue as Vice President, we have not had a President for a few years now to give some balance to this we are very pleased to announce Tracy Northover as President for all the hard work she does supporting the club being a very good Steward at meets and raising money for KSSAA  
DS presented Tracy with a Ceremonial chain

**18. Charity for the year.** Permission from the KSSAA for fundraising in 2023 has been obtained. All members more than happy to continue supporting the Air Ambulance?  
Nick Northover Thanked everybody for their support over the years and Christmas party meet we presented KSSAA with a cheque for £3500

### **19. Open Forum**

Christine Greeves Sales of fleeces going well go and see her if you would like to order some, also looking at peoples thoughts on T shirts

Alan Moore from SER informed us about SER 75th anniversary meet in May  
And Dinner Dance at EastBourne January 2024  
Another round of Seminars to be announced 2024  
Last of all youth rally coming to SER for 2024

Karen Kent Thanked Dave Steward for his sterling job as Site Secretary the last 3 years  
Dave Steward Closed the Meet at 11.58am

**20. Date, Time and Venue of Next AGM:** - To Be Advised