

CARAVAN AND MOTORHOME CLUB

Home Counties Division

Annual General Meeting

Minutes & Accounts

13 SEPTEMBER 2025

CARAVAN AND MOTORHOME CLUB

Home Counties Division

Minutes of the 29th Regional / Divisional AGM, held on
Saturday 13th September 2025 in the Broughton Suite, Holiday Inn, New Road,
Aylesbury HP22 5QT starting at 3pm

PRESENT

Chair:	Trevor Cocks
Deputy Chair:	Vacant
Administrator:	Linda Allen
Treasurer:	David Rickard

Total 18 Club Members Attended

1.0	NOTICE OF THE MEETING
1.1	The Administrator read out the Notice convening the Meeting and explained that the meeting was being recorded.
1.2	WELCOME The Chair extended a warm welcome to all those present, including: - <ul style="list-style-type: none">• Nominated Member of Club Council and Member of the Club's Sites and Accommodation Committee – Alastair Greene• Honorary Life Member – Diane Lambert Past Chairmen of the Region present on the day were also welcomed: <ul style="list-style-type: none">• Jackie Lee• David Rickard Chairmen of the Centres constitutionally associated with the Division, in attendance on the day were welcomed as follows: - <ul style="list-style-type: none">• Lisa Cookson and her partner Gary Scott - Buckinghamshire Centre• Anne Phillips – North London Centre In addition we have received apologies from: <ul style="list-style-type: none">• Alison Woodhams, Club Treasurer and her husband Ron• Selwyn Cooper, Member of Club Executive Committee and Chairman of the Technical Committee• David Grover, Past Regional Chairman and his wife Joyce,• Alan Evans, Chairman Hertfordshire Centre and his wife, Sandie Paperwork for this meeting included an Agenda, a set of Minutes and a set of Accounts.

1.3	A moment's silence was observed, in memory of the friends and Members who were no longer with us.		
2.0	APOLOGIES		
2.1	The Administrator advised that apologies had been received from:		
	Dave & Yvonne Baber Ann & Brian Dunham Ian Grover Graham & Fran Sawyer	Gerry & Jenny Cox Martin & Bronya Findlay Clare & Mark Johnson	Charmaine Dickinson Wendy Goddard
3.0	MINUTES OF THE 2024 ANNUAL GENERAL MEETING		
3.1	The Chair asked if there were any objections to the adoption of the 2024 AGM Minutes?		
3.2	There were no objections so the minutes were signed as a true record.		
4.0	MATTERS ARISING		
4.1	The Chair asked whether there were any matters arising from the last Minutes?		
4.2	There were no matters arising.		
5.0	CHAIR'S REPORT:		
5.1	<p><i>"Good afternoon Honoured Guests, Honorary and Club Life Members, Centre Chairman, Past Regional Chairmen, Ladies and Gentlemen.</i></p> <p><i>Thank you for attending this AGM today. This is my first report as Chair of the Home Counties Division.</i></p> <p><i>Unusually this has been a short year between Annual General Meetings. Last October, you will recall there were no nominations for Committee and therefore a Special General Meeting was called. This meeting did not bring forward the required Committee members to administer the Division. Following Divisional guidance our Administrator called an AGM within the proceeding 3 months and arranged for committee posts to be advertised through the Club.</i></p> <p><i>An AGM was arranged to be held here at the Holiday Inn Aylesbury at 3pm on Saturday 18th January 2025. I did not want to see this Division mothballed and administration passed to another Division I therefore put my head above the parapet and the rest is history. Thankfully Dave Rickard returned as your Treasurer and Linda Allen as your Administrator, and I am thankful for their support.</i></p> <p><i>Having not planned to take on this role, many of my holidays had been pre-booked and were not moveable, hence the AGM being bought forward to September. I was aware this AGM would conflict with many Centre Rallies. The original plan was for Berkshire Centre to hold an AGM rally at Twyford.</i></p>		

This failed due to lack of support, we therefore find ourselves back at The Holiday Inn, being more central to the Division.

I chaired my first meeting of the Division on Wednesday 26th January via zoom. This year the Divisions forum was held at The National Conference Centre Birmingham on 25th January 2025, David, Linda and Wendy attended and well represented the Division whilst I was on holiday. The Conference was attended by Senior members of the Caravan and Motorhome Club as well as other Divisional elected members. The main drive of this meeting was the re-branding of Divisions following the change from Region to Division. New feather flags, caravan plaques and other advertising materials were required in new corporate colours.

I was able to attend my first rally of the season with Berkshire Centre at Hurley Riverside Park on 7th March.

Following adverts placed in the Club magazine and Facebook site, Linda and I met with a potential new Member Representative. I am very pleased to say that Charmaine Dickinson agreed to join our team, and this was duly sanctioned by the Club Executive.

Gill and I were able to visit the Bucks Centre Blue Nose Rally for their Saturday night entertainment on 22nd March, a good time was had by all.

On Saturday 26th April I attended my first Club Council meeting at the British Motor Museum at Gaydon. The Club Chairman was joined by other senior staff and reported on the progress of the Club over the past year. We then separated into groups and were given topics to discuss and to report back in our groups after lunch. The day ended with a brief overview of club finances and an address by the Director General Nick Lomas, who you may well have heard is stepping down in 2026.

I met with David and Linda on 28th April to discuss how to progress a new Divisional website that would be fit for the future and work on mobile devices as well as laptops and desktops. I am pleased to say that the new website is launched today, the name has undergone a slight change to homecountiesdivisioncamc.co.uk. This hopefully avoids Google searches confusing us with Military and sporting groups.

I attended my first Clubfest on 22nd May, at Bolesworth Castle Tattenhall. I have always been a little sceptical about such events, however both Gill and I very much enjoyed the weekend. The entertainment, side stalls and food vendors were excellent. Would I go again, yes, I would, overall expensive but very good value for money.

I would recommend the event which next year is nearer home at Kelmarsh Hall, Northamptonshire. I would like to record special thanks to Ian, Dave and Joyce Grover, Jane and Dave Tuthill, Gerry and Jenny Cox and David and Yvonne Baber for the tremendous amount of work they put in over the Clubfest weekend, and of course not forgetting Dave Rickard, serving behind the bar and others who assisted!

<p>5.2</p>	<p><i>Question Time was held at the Henley River & Rowing Museum on 14th June, with Buckinghamshire Centre hosting a rally over the weekend which both Gill and I attended. It was interesting for me to see the event from the other side of the table. I was slightly disappointed in the numbers attending, however the feedback from the Club was good. We now look for a site to hold the 2027 Question Time, so if anyone knows of a possible venue, please speak to any of the Team.</i></p> <p><i>Unfortunately, I was unable to attend the 30/40/50th Bucks Anniversary Rally held at Hill Farm on 18th July; we did however join Dave & Yvonne, Robert & Clare and Kevin & Linda for their evening celebrations. A good time was had by all.</i></p> <p><i>Over the weekend 7th- 10th August, Gill and I spent the weekend with Avon Centre at the Bristol Balloon Fiesta, a great weekend, but the wind hampered some of the balloon flights. Like most Centres they were down on numbers this year but still managed over 150 units and raised over £1000 for charity.</i></p> <p><i>We then moved on to the CAMC site at Brecon Beacon, my first encounter with the newly installed ANPR drive through access to the site, it's a little like shopping at Tesco's, you don't speak to anyone, just drive to a pitch and text back the pitch number.</i></p> <p><i>The Division continues to support Centres with promotion and advertising on both our Facebook site and website. Wendy Goddard, our Digital Champion looking after our Facebook pages and Dave Rickard our website. Hopefully updating will be quicker and more focused on your rallies and events on the new site.</i></p> <p><i>Whether you've been rallying or visiting one of the many Caravan and Motorhome Club sites, it's been a fantastic year to own a caravan, motorhome or roof tent. As I type this report on a glorious August Bank Holiday Monday the weather is still holding out and hopefully will do for a little longer.</i></p> <p><i>Whilst I've not been able to attend many rallies this year, I have kept abreast of your Centres' Facebook pages and seen some really good weekend and holiday rally reports. I hope to be able to join you in the coming year.</i></p> <p><i>I would like to thank all Divisional Team members for the time and effort they put in to keep the Home Counties Division running smoothly; also to their respective partners for supporting them along the way. My special thanks go to Linda with Kevin for steering us through all the changes we have gone through over the past year, and to David in his new role as Treasurer for keeping a tight rein on the budget, even if I did slightly overspend on rebranding.</i></p> <p><i>Finally, I would like to thank Gill for supporting me since taking on the Chair's role and to you all for your support this year, enjoy your travels wherever that takes you".</i></p> <p>The Chair asked if anybody was against the adoption of the report. There being no objections, the Report was adopted.</p>
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5.3	<p>The Chair asked if there were any discussion points. There being none, the Chair moved on.</p>
<p>6.0 6.1</p>	<p>ADMINISTRATOR'S REPORT</p> <p><i>"Good afternoon Honoured Guests, Ladies and Gentlemen, This is my seventh report as Administrator of the Home Counties Division.</i></p> <p><i>2025 has been the year when the newly formed Home Counties Division established itself and began to operate in line with the new constitution.</i></p> <p><i>Divisional Council has met on four separate occasions during the year, twice via Zoom; in November 2024 between the SGM and the actual AGM, and in February this year. In addition we have held two face to face meetings in May and August. It is proposed going forward that at least one meeting per year should be face to face.</i></p> <p><i>The new constitution reduced the number of Centre representatives from two to one. Centres are encouraged to send an alternative representative if their nominated rep is not available, but this has not always been possible.</i></p> <p><i>On average, attendance at meetings in 2025 was 82.3%, much better than in previous years. I am pleased to report that Hertfordshire Centre has now nominated a representative who has attended one meeting but submitted apologies for the others. But a step in the right direction!</i></p> <p><i>We were lucky to recruit a new Member Representative, Charmaine Dickinson who attended her first meeting in June 2025. Going forward, the new constitution allows for up to 6 Membership Representatives – that's CAMC members who are not members of a Centre. We are really keen to recruit more Member Representatives to ensure we fully represent the views of all CAMC members in the Division, so if you are aware of anyone who has not been a Centre member for the last 2 years who might like to join us, please ask them to contact the Chair or myself.</i></p> <p><i>The Treasurer, Dave, Digital Champion Wendy and I attended the Forum at the National Conference Centre in Birmingham in late January. There was an update on Club matters plus presentations on ClubFest, use of social media including FaceBook and websites, new branding and discussions on attracting new volunteers to support the Club at all levels.</i></p> <p><i>At the Forum, we were informed that the Executive Committee had approved the use of the Exemption Certificate for Divisions, meaning a Division can now host one event per year in their own right, without the need of support from a Centre to do so. We are currently looking to put on such a rally / event in 2027, and would ask for suggestions for suitable sites. It was hoped such a rally would assist non-ralliers attending to have a go surviving off-grid. Let us know your thoughts.</i></p> <p><i>As part of the changes, I now report on Club membership at each meeting. As I explained at the last AGM, this only reflects Centre membership and does not include the overall membership numbers per division. Every Centre</i></p>

	<p><i>experienced a drop in membership numbers in 2024 with the overall figures reflecting a reduction of 276 across the year. So far in 2025 – we only have figures up until the end of June – the trend appears to continue, although one Centre Berkshire have actually managed to increase their membership by nine! Keep up the good work!</i></p> <p><i>We started to submit quarterly reports on rally statistics this year. As I explained at the previous AGM, the Club has no quantifiable data about Centre rallies, and without accurate data, the Club is unable to understand and evaluate the success of rallying across the country. To illustrate how important this data is, the Head of Governance, Emma McQuillan is currently representing the Club against the introduction of tourist taxes in Scotland and Wales, and the potential for our volunteers to have to collect this as part of their rallying activities. Without a clear picture or understanding of the scale of these activities, it is very difficult to advocate and support the rallying activity.</i></p> <p><i>As a Division, we have managed to submit all three reports so far, two of which included data from every centre in the division. I would like to particularly thank the Centre Rally Secretaries for providing me with the data so the Division can submit its report on time. I know it is time consuming but do appreciate you taking the time to send me the data – thank you.</i></p> <p><i>Before I finish, I'd like to ask for a bit of help. Under the new constitution, we are encouraged to recruit additional support, partly to spread the load, but also as a way of giving others the chance to see what being a volunteer is like before deciding to stand for an elected position. I have been in this position for 7 years – and about to start my eighth – and at some stage will need to find someone willing to take over the role and let me retire. In addition, many of you know that Kevin and I are taking a long holiday in January – a 100 day round the world cruise – and it would be good to find someone willing to “hold the fort” whilst I’m away, not least picking up and sorting out the e-mails as I flatly refuse to pay the £900+ charge to have wifi whilst we’re away.....think about it, and come and have a chat!</i></p> <p><i>I would like to thank our new Divisional team for their support this year, particularly Trevor and Dave taking on their new roles. Along with Wendy, we work well together as a team and look forward to working with them all again.</i></p> <p><i>As ever, I'd like to place on record my thanks to my other half, Kevin for his on-going support over the past year – he's earned the cruise, but that does mean he's going to have to put up with me for another year.</i></p> <p><i>This concludes my report for my seventh year in office. Please keep safe.”</i></p>
6.2	The Chair thanked the Administrator for her report and asked if anybody was against the adoption of the report. There being no objections, the Report was adopted.
6.3	The Chair asked if there were any discussion points. There being none, the Chair moved on.

7.0
7.1

TREASURER'S REPORT FOR 2024 FINANCIAL YEAR

Good afternoon, Ladies and Gentlemen and as Alan Cadman, my predecessor would say, "welcome to the most exciting element of the proceedings - the finances".

These Reports were compiled by my predecessor Alan Cadman and I present them here today on his behalf.

The finances for 2024 have followed a similar pattern as those experienced in previous years and show little noticeable movement. Although the Team Meetings continued as planned they were held via Zoom and it was not our turn to organise the Question Time Event.

As in previous years the Division has been unable to fully utilise its Grant from the Club and have again generated surpluses despite the reduced Grant. The bank balance shown on the Balance Sheet of £13,830 is the result of this accumulated surplus.

Now to review the finances of the Home Counties Division of the Caravan and Motorhome Club and this covers the Financial Statements for the year ended 31st December 2024. These financial statements comprise of Income and Expenditure Account, Balance sheet, the Report from the Independent Examiners and the Statement of Committee Responsibilities and Accounting Policies.

On reviewing the Financial Statements, I would like to start with the Income and Expenditure account which is itemised on page 2 of the Financial Statements.

Income

Income in 2024 was £3054, compared to £5,400 the previous year, a reduction of £2346 and is the result of:

- *Divisional Grant from the Club being reduced to £3,000.*
- *A grant of £54.00 to cover the cost of providing a small reception for those members attending the Clubfest.*

Expenditure

Expenditure has reduced in 2024 compared with 2023 by £744. The areas of expenditure to note are:

- *The AGM was replaced with a SGM with an expenditure of £1208 compared to £766 for 2023 due to using a school site and rally venue as opposed to a hotel.*

Other expenditure:

Main areas of other small expenditure cover:

- *Event leaflets used mainly at ClubFest to promote the Division's activities at the reception.*
- *Zoom registration fee*
- *Website hosting fee.*
- *Officers Official Duties cost slightly increased which cover Officer face to face meetings.*

	<p><i>In summary, the Division has less expenditure over income received resulting in a surplus of £1365, as shown at the bottom of the Income and Expenditure Account.</i></p> <p>Balance Sheet</p> <p><i>Moving to the Balance sheet shown on page 1: The Bank Current account shows a balance of £13,830 at 31st December 2024 VAT – there was no VAT recoverable.</i></p> <p><i>Divisions Independent Examinations fee is settled by the Club and for transparency is shown as accrued expenses.</i></p> <p><i>The Accrued Income of £1554 relates to the prepaid receipt of £1500 for the Divisional Grant received for 2025 and was received in December along with an over payment of £54 for the Clubfest reception and forms part of the bank balance. Overall, this arrives at a Net Asset position for the Division, i.e. what the Division is worth of £13,051. The finance section shows the balance brought forward from the previous year adjusted by the surplus from the Income and Expenditure account of £1365 arriving at the Net Asset position of £13,051 surplus which shows the accounts are in balance.</i></p> <p><i>The Statement of Divisional Teams Responsibilities, shown on page 4 outlines that the Team has applied accounting policies laid down by the Club, have kept proper accounting records and that the financial statements have been prepared in accordance with applicable accounting standards. The Independent Examiners report on page 1, to you the members of this Division outline the accountant's responsibilities and that there are no issues to report. I would like to give thanks to Alan Cadman for compiling these 2024 accounts and for submitting them to the Auditors for onward transmission to the Club in a complete and accurate fashion. A job well done.</i></p> <p><i>Thank you for your attention this afternoon ladies and gentlemen and that concludes the Treasurer's Report.</i></p>
7.2	<p>The Chair thanked the Treasurer for his report and asked if anybody was against the adoption of the report. There being no objections, the Report was adopted.</p>
7.4	<p>The Chair asked if there were any discussion points. There being none, the Chair moved on.</p>
7.5	<p>The Chair asked the Treasurer to give a resume of the current year to date, but advised that this information was not for discussion at this time.</p> <p><i>“2025 has chosen to forge a completely new path over previous years, with expenditure exceeding income by a considerable amount, the first time this has happened for many years. As you may recall and it has been reported on several occasions, that the Divisional Grant would be reduced year on year as Divisions were holding substantial funds. With the resumption of regular activities our expenditure has returned to a near normal level. However, I still</i></p>

	<p><i>await news of the 2026 Divisional Grant, but expect to be advised of this in November.</i></p> <p><i>Final Financial Statements for 2025 will be produced and delivered to PKB, the accountants, for their independent review in order to meet the submission deadline to the Club of 31 March 2026.</i></p> <p><i>The highlights of 2025 Accounts are:</i></p> <p>Income</p> <p><i>Income for 2025 to date this year is £3,145 compared to £3054 in 2024. The main drivers being a lower Grant of £1,500 for Divisional expenses and Grant funding for Question Time and a special Centre Treasurer's meeting. I am expecting a Grant of £350 from Club funds to assist with the cost involved in the Divisional re-branding.</i></p> <p>Expenditure</p> <p><i>Expenditure for 2025 to date this year is £4569 compared to £1689 in 2024, the increase mainly relates to Question Time expenditure in June, the 2024 AGM in January and two Team face to face meetings in June and August. The Divisional re-brand costs were £654 with the new website costing £68 for the next year. The loss for 2025 to date is £1424 compared to a surplus of £1365 for 2024. The bank balance remains at a healthy £11,522 less the cost of today's activities.</i></p> <p><i>As mentioned previously, the bank balance is still quite large, and it is interesting to note that over the years the grant is now reducing further.</i></p> <p><i>Thank you for your attention this afternoon ladies and gentlemen and that concludes my Treasurer's Resume of the 2025 Accounts."</i></p> <p>The Chair thanked the Treasurer for his resumé of the current year to date.</p>
8.0	ELECTION OF OFFICERS
8.1	The Chair thanked the retiring Centre Delegates for attending the Council meetings and their support, enthusiasm and input and of course their spouses for allowing them the time to attend these meetings.
8.2	<p>The Chair also thanked his fellow Officers for all their hard work over the year and for their spouses for allowing them the time to undertake their duties.</p> <p>He then asked that the floor show their appreciation in the customary way to say "thank you" for the work undertaken by the retiring Centre Delegates and Officers.</p>
8.3	The Chair and Officers then stood down and Alastair Greene, Nominated Member was invited to take control of the meeting.

8.4	<div>FINAL NOMINATIONS FOR 2025 / 2026</div> <table><tr><th>Position</th><th>Name</th><th>Proposer</th><th>Seconder</th></tr><tr><td>Chair</td><td>Trevor COCKS</td><td>Charmaine Dickinson</td><td>Anne Phillips</td></tr><tr><td>Deputy Chair</td><td></td><td></td><td></td></tr><tr><td>Administrator</td><td>Linda ALLEN</td><td>Martin Findlay</td><td>Alastair Greene</td></tr><tr><td>Treasurer</td><td>David RICKARD</td><td>Adrian Dawson</td><td>Ian Grover</td></tr><tr><td>Digital Champion</td><td>Wendy GODDARD</td><td>David Rickard</td><td>Leigh Goddard</td></tr></table> <p>Nominations for four of the five elected positions were duly elected to serve and were presented with their badges and window plaques.</p>	Position	Name	Proposer	Seconder	Chair	Trevor COCKS	Charmaine Dickinson	Anne Phillips	Deputy Chair				Administrator	Linda ALLEN	Martin Findlay	Alastair Greene	Treasurer	David RICKARD	Adrian Dawson	Ian Grover	Digital Champion	Wendy GODDARD	David Rickard	Leigh Goddard
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8.5	<p>No nominations had been received for the role of Deputy Chair and that role remained vacant. Anyone interested in taking on this role should speak to the Chair after the meeting.</p>																								
8.6	<p>The Chair welcomed his new team. He hoped to join more Centre rallies during 2026 and looked forward to meeting the members.</p>																								
9.0	<div>TO APPOINT AN INDEPENDENT EXAMINER</div>																								
9.1	<p>The Chair thanked the Auditor, PKB Accountants Ltd for their services in the independent examination of the Regions' 2024 Accounts.</p>																								
9.2	<p>The Treasurer was called upon to nominate the Independent Examiner for 2025.</p> <p>The Treasurer wished to nominate PKB Accountants Ltd, Beechey House, Crowthorne, Berkshire.</p>																								
9.3	<p>The Chair stated that PKB Accountants Ltd had been approached and had agreed to continue in this role to independently examine the 2025 accounts.</p>																								
10.0	<div>PROPOSITIONS</div>																								
10.1	<p>The Chair stated that the Administrator had not received any propositions by the closing date as required by the Constitution.</p>																								
11.0	<div>ANY OTHER BUSINESS</div>																								
11.1	<p>Jane Tuthill, Berkshire – Jane circulated leaflets promoting a Burns Night rally being held at Cheltenham Racecourse 29 January – 1 February 2026. Interestingly, bookings from 8 first time ralliers had been received, so something had attracted their interest. Unfortunately the date clashed with the Club Forum for elected officers and so the Chair gave his apologies, but hoped it went well.</p>																								

11.2	<p>Lisa Cookson, Buckinghamshire – The Administrator's report mentioned the possibility of holding a Divisional rally in 2027; Lisa would just like to point out that Buckinghamshire would be celebrating their 60th anniversary in 2027 and asked if there was a date in mind.</p> <p>The Administrator explained that the matter had only briefly been raised whilst the Centre programmes for 2026 were being discussed, and it was felt 2027 would be the earliest time possible, Bearing in mind the Division will be hosting Question Time again in 2027, it was really just to start the ball rolling, with a view to seeking suitable venues / possible dates. Nothing further had been discussed so far.</p> <p>It was hoped it would encourage non-ralliers to join and try out rallying and there was a possibility of running an awareness session during the rally on how to survive “off-grid”.</p>
12.0 12.1	<p>PRESENTATIONS</p> <p>The Chair was very pleased to make a presentation to Andrew Knight in appreciation of his support and work on the website.</p> <p>It was planned to present the certificate to Andrew at the Kop Hill event later in the month.</p>
13.0 13.1	<p>THANKS</p> <p>The Divisional AGM in 2026 will take place on Saturday 10th October 2026, at Princes Risborough School, Princes Risborough, Bucks HP27 0DR. Buckinghamshire have also agreed to run a rally over the weekend of 9 – 11 October to accompany the AGM.</p> <p>There being no further business, the Chair closed the meeting at 3:50 pm.</p>

Linda Allen
Division Administrator

Trevor Cocks
Division Chair