

BAY VIEW CARAVAN OWNERS' ASSOCIATION  
email: bayviewcaravanownersassociation@yahoo.co.uk

**MINUTES OF ANNUAL GENERAL MEETING 8 APRIL 2018**

**PRESENT: COMMITTEE**

Richard Swan	Chairman
Marjorie Edwards	Secretary/Membership
Damien and Rhoda Goodwin	Treasurer and Rep
Rosemary Burbidge	Liaison Officer
Mike Hardiman	Rep/Auditor
Val and Roy Gill	Reps
Ian Hills	Rep

46 Association members (Signed in) 30 caravans represented

**WELCOME**

Richard Swan opened the meeting and welcomed all the members.

**APOLOGIES.**

Apologies representing 9 caravans had been received by message and email and have been recorded. Richard apologised for the late change of date – this was due to a booking error made by the church for which they apologised profusely.

**MINUTES OF LAST GENERAL MEETING ON 15 OCTOBER 2017**

These are available on the owners' website for all to see.

Any matters arising will be covered through the rest of this meeting, but the following points were noted:

- a) The new amended constitution is now posted on the website with the few changes agreed at the last meeting
- b) Richard had met with Drew Campbell and discussed electricity billing. This should now be charged quarterly instead of annually
- c) There is a new Finance Officer at Talacre Park – Claire Lloyd. Her number is 01745 858000 if anyone needs to contact her
- d) The entrance barrier has not been working throughout March (Hooray!)
- e) There has been no new capital expenditure earmarked for this year apart from the 10 year payment for the electrical work that was carried out last year.

**TREASURERS REPORT**

Rhoda reported that the bank account was still healthy with a balance of £2349 at the end of last year. There are a couple of bills to pay which will bring the balance down to £2200.92.

It had been agreed that we will increase the membership charge on 1 March 2019 to £15 for the next 3 years (2019-2022)

**MEMBERSHIP**

Marjorie reported a total of 190 paid up members plus 2 new members at the meeting today. This is out of a total of 276 caravans. If empty pitches, Darwin owned vans and vans for sale are taken into account, we are well over 2/3 membership. Regular newsletters are sent out electronically and extra newsletters are sent when the need arises for any urgent problem. Thanks to those people who are not on email and have contributed some stamped addressed envelopes for their mailings. We would still urge everyone to be on the lookout for new owners in their areas and to tell them about the Association. This is the best way to increase our membership. (This report is on the Owner's website.)

There are new laws coming into force on May 18 concerning Data Protection. Every organisation that keeps personal information about anyone (as we do for your names and addresses etc) needs to have a signed agreement from all its members, for permission to hold this information, whether manually or on a computer. We will therefore need to send out a specific mailing asking for your signed permission to keep your details on our files. We are working with NACO to get the wording right and will send a letter to all members as soon as possible.

### **LIAISON SECRETARY'S REPORT**

Rosemary reported that the hedge in Bluebell had finally been cut and that the grass cutting has seen an improvement. She urged members to read their meters on arriving and leaving and keep records as there have been cases of errors in the electricity bills. Another issue was caravan insurance – do shop around when your insurance is due – don't just accept the renewal notice from your current insurer as you can probably save money. If you have a key safe with a code, do not give this code to the park. If they require it for a third party, tell them you will contact the third party yourself. There is a new suggestion box in reception so please make any suggestions for staff to deal with.

### **RESTAURANT**

Richard reported that at his meeting with Drew Campbell, Drew explained that the restaurant had been running at a loss – which was the reason for closing it and only serving items like paninis which could just be heated in a microwave by bar staff. They have never been able to get and keep a good chef /catering staff so they have invited an external catering company to come in and cater for Sunday lunches. Several members have tried this carvery and have reported favourably on the food and service. Sunday lunches are £8.85 and puddings £3.95.

### **CALOR GAS**

There has been a national shortage of Calor Gas in the country recently and the park was rationing canisters to one per owner. The grounds team have worked hard to ensure everyone has some gas during the shortage. The price is currently £58 for a large cylinder.

### **GROUNDS MAINTENANCE ISSUES**

Much work on grounds maintenance has been carried out through the winter, resulting in lower hedges and better views.

### **WEATHER EMERGENCIES**

Just prior to the new season on 1<sup>st</sup> March, the header tank froze at the top of the park resulting in no water supply for all the caravans. The roads were also extremely dangerous due to the icy conditions and the park had to close. There was a statement on Facebook and the staff did manage to get some emails out to those who had given their email address to the park. It appears that they can email owners in emergency situations but still prefer to send expensive mailings in large envelopes for other news! There was some concern that owners who had signed in, during the severe weather weekend, were not contacted to say that the park was closing and as a result were unable to access toilet facilities at the vista centre when the water supply to caravans ceased.

### **LICENCES**

In 2009 when Darwin took over the park, there was one licence for everyone – the Swanage Council Licence. In 2013, the Association and NACO worked together to create a new licence which had all the benefits of the old Swanage Council one and a few new additions. Darwin agreed to use this for all future sales and everyone was issued with this new "Darwin/NACO/Association" licence. Since then, Darwin have reneged on this agreement and have used different versions. It is important that everyone reads their licence carefully, especially new owners since 2013/2014, and hopefully, give the Association a copy of it so we can check all the varying clauses concerning charges, site fees etc. There is a volunteer on the committee who has agreed to check them all carefully so thank you to those who have brought a copy along. If you have not done so, please can you let us have a copy if you have a licence which is NOT the Darwin/NACO/Association one of 2013.

### **VACANCY FOR COMMITTEE MEMBERS**

There is a need for a couple of new committee members. **This does not involve a huge amount of work!** Any volunteers please step forward after the meeting or email Richard via the Association email account. Following the meeting Ann

Rich (Daisy) and Giselle Parsons (Buttercup) have put themselves forward as new committee members. We welcome them to the committee.

**ANY OTHER BUSINESS**

There was no other business and the meeting ended at 6.15pm, followed by refreshments. Thanks to Rosemary and Marjorie for the provision.

**DATES OF NEXT MEETINGS FOR YOUR DIARY**

Provisional dates for next year: 23 March 2019 and 28 September 2019

**USEFUL CONTACT DETAILS**

**For issues pertaining to the running of the park**

Anne Foulkes, Park Manager

[Anne.foulkes@swanagebayview.co.uk](mailto:Anne.foulkes@swanagebayview.co.uk)

**For issues pertaining to planning**

Steve Boyt, Purbeck District Council

[steveboyt@purbeck-dc.gov.uk](mailto:steveboyt@purbeck-dc.gov.uk)

**For issues pertaining to trading**

Richard Herringshaw, Dorset Trading Standards

[r.d.herringshaw@dorsetcc.gcsx.gov.uk](mailto:r.d.herringshaw@dorsetcc.gcsx.gov.uk)

**For issues pertaining to park finance, insurance etc.**

Claire Lloyd

01745 858001/858000

**For issues pertaining to Health and Safety**

Stephanie Shimmons, Health and Safety, Purbeck District Council

01929 557393