

## **Campout Report to ASC**

**29.09.18**

**Meeting of Sussex NA Campout held at Brighthelm Centre on 29/09/18 14:00pm**

**Attendees: Dave P – Outgoing Treasurer, Paul K – Outgoing Transport co-ordinator, Steve B - Outgoing Tuck Shop co-ordinator, Dani F – Outgoing Registration, Michelle F – Outgoing Minutes Secretary**

**Apologies: Ronnie H - Outgoing Volunteer co-ordinator, Stuart W - Outgoing Recycling co-ordinator, Nikki S - Outgoing Vice Tuck Shop co-ordinator**

**Opening balance: £1742.79**

### **Reports**

#### **Treasury**

Vice Treasurer would have been advantageous and could have used Barry K a bit more.

#### **Merchandise**

No one came forward to take on this position this year however a few T shirts were sold from last years' campout to the value of £39.00

#### **Programming**

Wayne H not present however the programme was successful, we had out of town speakers and a variety of activities. It was suggested to the next campout committee to do a walk round to inform attendees that an activity is due to start to increase participation.

A discussion was had about producing a lanyard containing list of activities and daily programme for future campouts.

Thanks to Wayne for doing a grand job.

#### **Entertainment**

This ended up being a group commitment as no one came forward to take this position on, ideally moving forward it would be best placed for someone to take this on solely as a commitment rather than committee responsibility.

Suggested that next committee look at location of activities so that louder activities such as the rave don't interfere with quieter activities such as the acoustic area.

Unexpected costs – cabling, extension leads. Rest was luckily provided by Ade F. A lot of extension leads will be required for power purposes from the main hut to external sources. A generator was used to run the lights in the crèche.

Overall went well.

#### **Registration**

Went well. Pre-reg was ok. Had a separate campout phone for enquiries which was a success.

Registration itself was ok however there was a lot of paperwork for people to fill out which was quite hard work for all concerned.

Suggest that the registration system has a complete overall so there is less paperwork for completion and an easier registration process.

Look at taking food purchase away from registration perhaps or include food in the main ticket price?

Importance of having two people going around asking people if they have registered upon arrival. Clean time and experience undertaking this role was suggested.

In finalising...ensure head count is conducted... this was omitted by accident, so we have no record of number of attendees.

### **Creche**

Went well. Unsure of how many children attended the creche over the weekend. Worked well having 2 crèche workers this year and 2 smaller tents.

Recommendation to use ground sheets in each tent due to adverse weather conditions and see if tables and benches are required.

Lighting was much better this year.

Helped Dani F handing out registration forms on Hannah's behalf, so attendees could arrive at the creche with their forms already completed.

Paul had positive feedback from an attendee of the creche.

Crèche Workers & Volunteers camp & eat for free.

### **Catering**

Great job Dave & Alex

### **Transport**

Only 2 trips were undertaken taking goods to the campsite saving approximately £70 in fuel (hire van)

Paul K could have done with an assistant in an idea world

Paul K Thoroughly enjoyed his commitment.

### **Recycling co-ordinator**

Outstanding job Stuart W

### **Tuck Shop co-ordinator**

Steve B advised it went well

Spent too much in first trip to Booker £400-500, there is one closer to the campsite.

Steve B suggested that a subcommittee should be formed at the very beginning for the Tuck Shop so there is accountability throughout the weekend.

#### **Chair**

NTR

#### **Volunteer co-ordinator**

Great job Ronnie

#### **Minutes Secretary**

Michele F advised that overall this is a great commitment to have though wanted any future

Minute's Secretary's to be aware of the work that is required compiling and circulating minutes outside of the committee meetings themselves and would advise those that wish to take this forward to look at their availability.

A quiet meeting place is suggested for each committee meeting to collate information accurately.

#### **Observations and discussion points for next committee**

Written inventory of personal belongings that are being lent to the campout via committee members or other NA members.

Phone charging – Outside charging only for H & S reasons & security

**Closing balance: £**

***Thanks for allowing us to be of service and thank you to NA***

**CAMP OUT  
RECONCILIATION**

09.02.2018	Transfer from Barry	698.84		£698.84
09.02.2018	Printing		-5.00	£5.00
19.03.2018	Room Hire		-80.00	£80.00
19.03.2018	deposit for room hire		-100.00	£100.00
19.03.2018	advance for refreshments		-40.00	£40.00
20.03.2018	cups and mugs		-5.00	£5.00
20.03.18	mini JFT		-10.00	£10.00
29.03.18	trophy		-6.00	£6.00
30.03.2018	food costs		-17.79	£17.79
			-7.99	£7.99
			-4.38	£4.38
31.03.2018	washing up liquid		-0.79	£0.79
		698.84	-276.95	£421.89
02.04.2018	refreshments	421.89	-6.82	£415.07
	marker pens		-3.99	£3.99
	office supplies		-4.00	£4.00
	float		-106.82	£106.82
	Takings from fundraiser 31.3	873.76		£873.76
09.04.2018	flyers		-35.00	£35.00
16.04.2018	Printing (campout fliers)		-100.00	£100.00
	room hire		-80.00	£80.00
		1,295.65	-336.63	£959.02
07.05.18	Printing 2nd fundraiser	959.02	-37.50	£921.52
24.05.2018	fridge freezer		-55.00	£55.00
		959.02	-92.50	£866.52
		866.52		£866.52
04.06.2018	wrist bands		-40.00	£40.00
	refreshments		-30.00	£30.00
	top up mobile		-10.00	£10.00
16.06.2018	trophy		-10.00	£10.00
	raffle prizes		-6.50	£6.50
	food		-50.17	£50.17
	registration at 2nd fundraiser	299.00		£299.00
	raffle sales	64.00		£64.00
	auction	60.00		£60.00
	refreshments	45.00		£45.00
		49.09		£49.09
		1,383.61	-146.67	£1,236.94
		1,236.94		£1,236.94
02.07.2018	walkie talkies		-50.00	£50.00
	pre-reg	30.00		£30.00
	bank credit	10.00		£10.00
16.07.2018	pre-reg	60.00		£60.00
19.07.18	pre-reg	30.00		£30.00

23.07.2018	sponsored bike ride	50.00		£50.00
	credit ASC	1,000.00		£1,000.00
30.07.2018	sponsored bike ride	154.00		£154.00
	pre-reg (PK & NS)	60.00		£60.00
	marquee		-120.00	£120.00
26.07.2018	pre-reg (bacs)	60.00		£60.00
	pre-reg (bacs)	30.00		£30.00
27.07.2018	pre-reg (bacs)	60.00		£60.00
		2,780.94	-170.00	£2,610.94
		2,610.94		£2,610.94
01.08.2018	pre-reg	30.00		£30.00
03.08.2018	sponsored bike ride	10.00		£10.00
06.08.2018	pre-reg	60.00		£60.00
07.08.2018	pre-reg	30.00		£30.00
	pre-reg	60.00		£60.00
08.08.2018	pre-reg	30.00		£30.00
06.08.2018	sponsored bike ride	60.00		£60.00
06.08.2018	pre-reg	60.00		£60.00
06.08.2018	sponsored bike ride	86.00		£86.00
06.08.2018	damage to bike		-50.00	£50.00
06.08.18	materials for creative writing		-30.00	£30.00
08.08.2018	pre-reg	60.00		£60.00
08.08.2018	pre-reg	40.00		£40.00
13.08.18	pre-reg	30.00		£30.00
15.08.2018	pre-reg	270.00		£270.00
16.08.2018	pre-reg	30.00		£30.00
17.08.2108	pre-reg	30.00		£30.00
20.08.2018	pre-reg	270.00		£270.00
20.08.2018	sponsored bike ride	10.00		£10.00
20.08.2018	van hire PK		-200.00	£200.00
20.08.2018	marquee hire, gas, fuel etc AF		-650.00	£650.00
21.08.2018	Additional funds to AF		-50.00	£50.00
21.08.2018	pre-reg	90.00		£90.00
23.08.2018	cash books		-3.98	£3.98
25.08.2018	Bins and liners, recycling		-76.10	£76.10
25.08.2018	Food to SB		-22.10	£22.10
25.08.2018	refreshments, milk		-24.50	£24.50
25.08.2018	Burgers, baps & cheese		-54.06	£54.06
25.08.18	Food, baguettes		-9.60	£9.60
25.08.2018	Cash from BBQ	68.30		£68.30
25.08.2018	change from van hire	3.45		£3.45
25.08.2018	Food gen		-32.80	£32.80
27.08.2018	Snacks for creche		-20.00	£20.00
27.08.2018	Equipment for creche		-40.00	£40.00
27.08.2018	Wages for creche workers		-260.00	£260.00
27.08.2018	Fuel for van PK		-70.00	£70.00
27.08.2018	Creative writing costs rtn	20.00		£20.00
27.08.2018	Flowers for injured camper		-8.00	£8.00

27.08.2018	Sold surplus food	10.00		£10.00
27.08.2018	T-shirt sales	39.00		£39.00
27.08.2018	First aid kit and extras		-9.20	£9.20
			-	
27.08.2018	Main food & drink shop	1,017.00		£1,017.00
27.08.2018	Event insurance add. Payment		-51.25	£51.25
27.08.2018	Event insurance pr.		-436.75	£436.75
27.08.2018	Income from Tuck shop	568.43		£568.43
27.08.2018	Income from Food	565.00		£565.00
27.08.2018	Total reg. at event	881.50		£881.50
			-	
		6,022.62	3,115.34	£2,907.28
		2,907.28		£2,907.28
03.09.2018	collection 4 newcomers	21.51		£21.51
03.09.2018	fuel for SB		-30.00	£30.00
03.09.2018	Fuel for PK		-20.00	£20.00
03.09.2018	Expenses AF		-14.00	£14.00
			-	
03.09.2018	Payment for campsite, pitches	1,346.00		£1,346.00
03.09.2018	Extension cable etc		-90.00	£90.00
18.09.2018	Damage to gazebo		-60.00	£60.00
18.09.2018	Estimate of shower tokens sold	134.00		£134.00
18.09.2018	Additional registration	240.00		£240.00
			-	
		3,302.79	1,560.00	£1,742.79
				<b>Total</b>

**Assets / items outstanding**

19.09.18		1,742.79	£1,742.79
19.09.2018	Outstanding deposit (1 Church)	100.00	£100.00
19.09.2018	Surplus of fizzy pop	52.50	£52.50
19.09.2018	Gas cylinder charge	39.99	£39.99
	Marquee (cost)	120.00	
			<b>Total balance &amp; assets</b>
			<b>£2,055.28</b>