



RALLY MARSHAL HANDBOOK



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Is it a RALLY or is it a MEET – What's the Difference?

RALLY

A Rally takes place on land that is not a licensed campsite, typically a field or open space.

CAMpRA Rally Group holds a camping exemption certificate that allows us [and the landowner] to legally hold events on such land.

With this comes some additional responsibility, at a rally, the Rally Marshal[s] are responsible for:

- Ensuring safe and accessible entrance and exit routes
- Making sure units are pitched with the correct safety spacing
- Overseeing the safe provision of water, waste disposal, and electricity [if available]

RUNNING A RALLY

When organising a rally, CAMpRA Rally Group [CRG] operate under a special exemption from certain laws that apply to traditional campsites. However, this does not mean we are exempt from responsibility.

Rally organisers and marshals must follow a set of rules and guidelines designed to:

- Keep CRG rallies legal.
- Ensure rallies are safe.
- Make the experience enjoyable for everyone involved

The following outlines some key steps and responsibilities involved in planning and running a successful rally, from venue selection to safety protocols and member conduct.

Find a Venue

Rallies can be held just about anywhere, so long as the landowner gives permission.

Many campsites have rally fields attached, but rallies are also regularly held on farmer's fields, rugby club grounds, cricket grounds, pub fields, and many more places.

When negotiating a Rally, try and agree on a price per unit per night.

Try not to be tied down to a minimum number of attendees, but do ask about discounts based on group size. for example:

- £12 per unit per night for 10 vans
- £10 per unit per night for 20 vans



Is it a RALLY or is it a MEET – What's the Difference?

MEET

A Meet is an informal gathering of members at a licensed campsite.

Organising a meet can be as simple as posting on the CAMpRA Aires Facebook Group:

"We're going to [Campsite Name] on [date], does anyone want to join us?"

Each member attending a meet books directly with the campsite themselves, pays the site owner, and is covered by the campsite's insurance.

Responsibility for the site lies with the campsite operator, not with the Meet organiser.

RUNNING A MEET

Organising a Meet is the simplest and most relaxed way to get a group of members together.

A quick guide

1. Choose Your Campsite.
2. Check that your chosen campsite has availability for your preferred dates.
3. Let the site know the minimum number of units you expect.
4. Ask if they can group your pitches together, [if possible].
5. Enquire about any discounts for group bookings [e.g., for 5 or 10 vans]

Create an EVENT in the CAMpRA Aires Facebook Group with the relevant details.

In the Event details, include:

- A brief description of the campsite and surrounding area.
- The price per night and any deals you've arranged
- The campsite's website or booking link.
- A reminder for attendees to mention CAMpRA Rally Group when they book.

This will create a post in Group advertising the Event and anyone wishing to attend can indicate if they are going or not.

Track Who's Coming

- Most members will reply in the event to say they're attending.
- Keep in touch with the campsite, as some may book directly without posting on the forum.

Optional Extras

There is no pressure to organise anything formal, but little touches go a long way:

- Suggest meeting for a morning coffee.
- Plan a pub meal or walk.
- Keep things casual, you can arrange activities either on the Event Chat or once everyone has arrived.



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RALLY/MEET ORGANISATION PROCEDURE

Pre-Rally/Meet

- Identify location, agree dates & seek agreement from site owner.
- Rally Organiser will be the Rally Marshal for the duration of the Rally.
- Identify the following:
 - site name and location.
 - date(s) & duration.
 - Cost per Unit per Night
 - what 3 words reference.
- Set up as an 'event' in the CAMpRA Rally Group Facebook Group and in any appropriate Regional CAMpRA Facebook Group.
- Details entered into Event should be as follows:
 - Date(s) & duration.
 - Venue details.
 - Booking/Payment details [either direct to venue or via Rally Marshal].
- Maximum Rally/Meet Duration recommended 3 days
- Send Rally/Meet details to support@campra.org.uk with request to add the Rally information to CRG website.
- Rally Marshal should have available a copy of the 'Rally Marshal Handbook' in electronic or hard copy. This will be available from the 'Files' section of the CAMpRA Aires Facebook Group.
- Recommended for the Rally Marshal to set up 'Messenger' or 'WhatsApp' Group for attendee Communication both prior to and during the event.
 - Rally Marshal to send copy of Rally Regulations to all attendees on communication Group.
 - Rally Marshal should DELETE the Communication Group at a convenient time after Rally finishes.

On Site

- Rally Marshal should be on site 2 hours before Rally Opening time.
- Mark out pitches, if needed. [minimum 6m spacing].
- Coordinate site arrivals & check in.
- Collect payment from attendees & arrange payment to Landowner [if applicable].

Notes

- Rally Marshal & all attendees must be members of the CAMpRA Rally Group.
- Rally Marshal must have available copy of Rally Marshal Handbook [either electronic or hard copy]
- All motor caravans attending must have full onboard facilities.
- Recommended Rally/Meet Duration to be maximum 72hrs [3 days].
- Rally Fee will be as arranged with Site Owner [suggested minimum £10 per unit per night].
- Rally Applications should close 2 days prior to the event, or when Attendance limit is met.



Rally Marshal Handbook

RALLY/MEET REGULATIONS

There are 2 possible formats for Events:

1. CAMpRA Rally Group **Rally** utilising CRG Exemption Certificate [identified as **RALLY**]
2. CAMpRA Rally Group **Meet** utilising an existing Campsite, CL or other site [identified as **MEET**]

General [RALLY]

- All attendees must be members of the CRG & as such agree to abide by the Group's Code of Conduct.
- All motor caravans attending must have full onboard facilities. (toilet, fresh water & waste water)
- Attendance will be limited to a maximum 10 motor caravans per Rally [or less if venue specifies]
- Rally Duration will be 72hrs (3 days) maximum.
- Rally Fee will be as per agreed cost with venue [suggested minimum £10 per unit per night]
- Rally Marshall to collect Rally Fee [if no direct booking] and pay to venue owner.
- Rally Fee covers the period stated in the advertised dates/times only.
- Rally Applications will close 2 days prior to the event, or when Attendance limit is met.

On Site [RALLY]

- Strictly No Arrivals allowed on Site prior to the advertised start time & date.
- On arrival at Rally Site, check in with Rally Marshal prior to parking up.
- All motor caravans to depart Rally Site by the advertised Rally end time & date.
- CRG Code of Conduct for Rallies to be adhered to at all times during the Event.
- All dogs to be kept under control and on a lead.

General [MEET]

- All attendees must be members of the CRG & as such agree to abide by the Group's Code of Conduct.
- Attendance limited to spaces available at venue.
- Meet duration determined by site/pitch availability.
- Meet Fee will be as per agreed cost with venue and paid direct to venue on booking.

On Site [MEET]

- Arrival as per site/venue regulations
- All dogs to be kept under control and on a lead.

Notes

- Rally Marshals should hold a copy the Rally Marshal Handbook, electronic or otherwise, which is available to download from the Files section of the CAMpRA Aires Facebook Group



Rally Marshal Handbook

CODE OF CONDUCT

General

1. One named member of the CAMpRA Rally Group shall be appointed to be the Rally Marshal and will be responsible for the running of any CAMpRA Rally Group meet or exempted motor caravan rally and for ensuring that those attending comply with this code and any local Rally Regulations.
2. The Rally Marshal must have available a copy of the Countryside Code, The Caravan Code and The Seashore Code for any member to access.
3. The Rally Marshal must be aware of any additional needs and make reasonable adjustments to the Rally and its operation.

Members

4. Members shall comply at all times with this Code of Conduct and conduct themselves in a manner that upholds the good name of the Group. Also to respect the comfort and convenience of other Group members.
5. Members must comply with the rules of any sites used by The CAMpRA Rally Group for the purpose of holding a rally or event.
6. The participation in rallying activities organised by the Group shall be solely for the purpose of recreation and not for any purpose connected with trade, business, or profession, nor as a part of or substitute for any domestic purpose.
7. Members are responsible for the conduct and care of all persons in their party (including family, children, or any vulnerable persons). The CAMpRA Rally Group takes no responsibility for any care or supervisory needs.
8. Any inappropriate behaviour by a member, or members, which causes or could reasonably be expected to cause disruption, embarrassment, or offence to others shall be a breach of the Code of Conduct.
9. Verbal or physical abuse by a member of any Group committee member, any Group member, or any other individuals, howsoever connected with the Group, shall be a breach of the Code of Conduct.
10. A breach of the Code of Conduct could result in the termination and/or suspension of Group membership.

The Venue

12. The CAMpRA Rally Group will agree to move from and avoid any site to which the local authority maintains a valid objection.
13. The CAMpRA Rally Group will not meet on sites adjacent to certificated locations/sites unless the proposed site is clearly differentiated and the risk of interference with local people and other users is minimal.
14. The CAMpRA Rally Group will take reasonable steps to ensure that the siting of a motor caravan does not unduly interfere with the activities of local people, their privacy, or their enjoyment of their property. They will also ensure that the siting of units does not interfere with the enjoyment by others of the landscape, natural beauty or nature conservation value of the area, particularly in areas designated for their landscape or wildlife qualities.
15. The CAMpRA Rally Group will undertake not to over-use any venue and will consider carefully before holding successive meetings on the same land.



Rally Marshal Handbook

CODE OF CONDUCT

Nuisance

16. Local people should be able to carry on their normal activities when meetings are in progress. The CAMpRA Rally Group will take reasonable steps to minimise disturbance and will investigate and deal with any complaints made.
17. Care should be taken not to damage the site or the surrounding locality. Trees, fences, buildings, equipment and stock should all be respected.
18. Domestic animals belonging to members of the CAMpRA Rally Group will be kept on a lead and under close control. They will not be allowed to run loose on the site or cause disturbance to local people or animals. They will be exercised away from units and those parts of the site used for communal activities.
19. The Rally marshal will identify open space, if available, suitable for the playing of games which will not intrude upon or constitute a danger or annoyance to others on or around the site.
20. Noise should be kept to a minimum for the comfort of others on the site as well as people who live or work nearby.

Road Safety and Access

21. Access to the site must be suitable for the number and likely size of units attending the meeting. The arrival and departure of units should be arranged to minimise disruption to other road users.
22. The speed of vehicles on the site should be restricted to 5 mph.

Spacing and Density

23. For health and safety purposes emergency vehicles must be able to gain access to any unit on the site. As such, units should be well spaced and sited so they do not restrict access to, or exit from, any other unit or the site in general. It is recommended that there is at least 6 metres between each unit and any rows of motor caravans.
24. Campfires are not allowed. Barbecues are allowed on the site with the permission of the site owner or stewards in charge of the event. All barbecues must be purpose built and portable, standing clear of the ground. There must be no possibility of damage to the ground, other units, vehicles, or any other structures.

Chemical Toilets and Waste Disposal

25. Members will act responsibly when disposing of the contents of chemical toilets and waste water and take full account of the need to safeguard water supplies and prevent the pollution of rivers and streams.
26. On-site disposal of the contents of chemical toilets and waste water, if available, will be in accordance with arrangements agreed with the site owner/occupier. Neither will be allowed to foul the ground except at designated disposal points. If there is any doubt about the disposal of waste, the CAMpRA Rally Group or, if appropriate, the Responsible Person will contact the Local Authority for advice.
27. Where there is no means of disposing of chemical toilet waste, this must be removed from the site for proper and legal disposal elsewhere.

Refuse Disposal

28. Members should ensure that refuse is either taken home or disposed of in accordance with on-site arrangements. The Responsible Person should be satisfied that appropriate arrangements are in place.
29. The CAMpRA ethos of LEAVE NO TRACE will be strictly enforced on all sites.



Copy of the Countryside Code

Helping everyone to respect, protect & enjoy our countryside The Countryside Code applies to all parts of the countryside. There are five parts to the Countryside code and most of it is just good common sense. It's designed to help us all to respect, protect and enjoy our countryside.

1) Be safe; plan ahead and follow any signs

- Even when going out locally, it's best to get the latest information about where and when you can go. For example, your rights to go onto some areas of open land may be restricted while work is carried out, for safety reasons, or during breeding seasons.
- Follow advice and local signs, and be prepared for the unexpected.
- Refer to up-to-date maps or guidebooks or contact local information centres.
- You're responsible for your own safety and for others in your care, so be prepared for changes in weather and other events. Check weather conditions before you leave, and don't be afraid to turn back.
- Part of the appeal of the countryside is that you can get away from it all. You may not see anyone for hours, and there are many places without clear mobile phone signals, so let someone know where you're going and when you expect to return.
- Get to know the signs and symbols used in the countryside

2) Leave gates and property as you find them

- Please respect the working life of the countryside, as our actions can affect people's livelihoods, our heritage, and the safety and welfare of animals and ourselves.
- A farmer will normally leave a gate closed to keep livestock in, but may sometimes leave it open so they can reach food and water. Leave gates as you find them or follow instructions on signs. If walking in a group, make sure the last person knows how to leave the gates.
- If you think a sign is illegal or misleading such as a 'Private No Entry' sign on a public footpath, contact the local authority.
- In fields where crops are growing, follow the paths wherever possible.
- Use gates, stiles or gaps in field boundaries when provided; climbing over walls, hedges and fences can damage them and increase the risk of farm animals escaping.
- Our heritage belongs to all of us be careful not to disturb ruins and historic sites.
- Leave machinery and livestock alone; don't interfere with animals even if you think they're in distress. Try to alert the farmer instead.

3) Protect plants and animals and take your litter home

- We have a responsibility to protect our countryside now and for future generations, so make sure you don't harm animals, birds, plants or trees.
- Litter and leftover food doesn't just spoil the beauty of the countryside, it can be dangerous to wildlife and farm animals and can spread disease so take your litter home with you.
- Discover the beauty of the natural environment and take special care not to damage, destroy or remove features such as rocks, plants and trees. They provide homes and food for wildlife, and add to everybody's enjoyment of the countryside.
- Wild animals and farm animals can behave unpredictably if you get too close, especially if they're with their young, so give them plenty of space.
- Fires can be as devastating to wildlife and habitats as they are to people and property. Be careful not to drop a match or smouldering cigarette at any time of the year. Sometimes, controlled fires are used to manage vegetation, particularly on heaths and moors between October and early April, so please check that a fire is not supervised before calling 999.



Copy of the Countryside Code

4) Keep dogs under close control

- The countryside is a great place to exercise dogs, but it's every owner's duty to make sure their dog is not a danger or nuisance to farm animals, wildlife or other people.
- By law, you must control your dog so that it does not disturb or scare farm animals or wildlife. On most areas of open country and common land, known as 'access land' you must keep your dog on a short lead on most areas of open country and common land between 1 March and 31 July, and all year round near farm animals.
- You do not have to put your dog on a lead on public paths, as long as it is under close control. But as a general rule, keep your dog on a lead if you cannot rely on its obedience. By law, farmers are entitled to destroy a dog that injures or worries their animals.
- If a farm animal chases you and your dog, it is safer to let your dog off the lead – don't risk getting hurt by trying to protect it.
- Take particular care that your dog doesn't scare sheep and lambs or wander where it might disturb birds that nest on the ground and other wildlife, eggs and young will soon die without protection from their parents.
- Everyone knows how unpleasant dog mess is and it can cause infections so always clean up after your dog and get rid of the mess responsibly. Also make sure your dog is wormed regularly to protect it, other animals and people.
- At certain times, dogs may not be allowed on some areas of access land or may need to be kept on a lead. Please follow any signs. You can also find out more by phoning the Open Access Contact Centre on 0845 100 3298.

5) Consider other people

- Showing consideration and respect for other people makes the countryside a pleasant environment for everyone at home, at work and at leisure.
- Whether you're walking on your own or with a large group, you'll have an impact on the local environment. Follow these brief rules to make it more pleasant for visitors and locals alike.
- Busy traffic on small country roads can be unpleasant and dangerous to local people, visitors and wildlife so slow down and, where possible, leave your vehicle at home, consider sharing lifts and use alternatives such as public transport or cycling. For public transport information, phone Travel Line on 0871 200 22 33 or use your local sources of information.
- Respect the needs of local people for example, don't block gateways, driveways or other entry points with your vehicle.
- Keep out of the way when farm animals are being gathered or moved and follow directions from the farmer.
- When riding a bike or driving a vehicle, slow down for horses, walkers and livestock and give them plenty of room. By law, cyclists must give way to walkers and horse riders on bridleways.

6) Support the rural economy

- for example, buy your supplies from local shops



EXTRACT FROM THE CARAVAN CODE

The motor caravan

- The motor caravan is a vehicle specifically for motor caravanning. Its appearance & colour are appropriate and should not offend public opinion.
- It should be regularly serviced so that it is safe in all respects when touring on the road, and on site.

On The Road

- The motor caravan is carefully loaded to provide good balance and avoid instability.
- The motor caravan complies with all Road Traffic Acts and other relevant Regulations.

On Any Site

- The member:
 - Pitches on private land only with the express permission of the owner.
 - Places the motor caravan where it will not interfere with the convenience or enjoyment of others.
 - Avoids damage to turf by digging holes only when absolutely necessary, and replacing turf where possible and by considerate use of the vehicle.
 - Disposes of any rubbish only by the means provided on the site. If no receptacles are provided, as on some small farm sites, rubbish is taken home for disposal, or to any other recognised disposal point that has space.
 - For touring other than on sites equipped with toilets, will carry his/her own sanitary equipment (usually chemical toilet and approved related fluid) and dispose of the contents only at a point provided for the purpose.
 - Allows no waste water to foul the ground.
 - Allows neither children nor animals to spoil the enjoyment of others, by keeping them under control
 - Drives slowly and quietly when on site
 - Respects the privacy and peace of others at all times by keeping to a minimum, mechanical, instrumental or vocal noise
 - Ensures that any laundry outside the motor caravan is displayed as discretely as possible.
 - Keeps the pitch neat and tidy, with no loose equipment outside the motor caravan beyond what is necessary or appropriate, and on departure leaves it as clean as, or cleaner than, it was on arrival.
 - Observes the country code relating to water, cleanliness, fire dangers, litter, public paths, gates, control of dogs, damage to crops, hedges, walls, trees and plants, livestock and wildlife.

General

- At all times, on the road or on site, every motor caravanner shows courtesy and consideration to all comers so that the good will of the general public towards motor caravanners is maintained and improved.



COPY OF THE SEASHORE CODE (MARINE CONSERVATION SOCIETY)

The British Isles have over 16,000 km of coastline. This includes some of our most varied and best loved scenery, sea, cliffs, rocky shores, rock pools, sand dunes, salt marshes and some of our most interesting wildlife.

On a warm sunny day the coast is ideal for holiday makers, but it is also our wildest frontier and can be dangerous. It is subject to battering by wind and sea, searing heat, bitter cold and driving rain. Coastal wildlife survives by ingenious means, often at the limit of its tolerance.

Compiled by the Marine Conservation Society, this Code explains how you can best enjoy the coast and its wildlife, without causing harm. By following the Code, and showing it to other people, you can help to ensure that this wonderful part of British heritage survives for us all to appreciate in years to come:

Show Respect for Seashore Creatures

Seashore creatures are fascinating and have found special ways of living in their environment. They have to adapt to survive the rigours of wave-action, exposure and predation. Some have shells for protection, but many need to hide under rocks, seaweed or in the sand

Exploring the seashore is fun, but please remember:

- Leave animals where you find them.
- Take care when touching soft-bodied animals - they are very delicate.
- Carefully lift and replace any rocks you may have moved - there are animals underneath which need them for shelter.
- Leave attached seaweed in place - there is plenty lying loose on the strand line.
- Do not trample through rock pools.

Take Photos, Not Living Animals

- Shells come in all shapes, sizes and colours. Many still contain living animals, even if they do look 'dead'. If you want to collect shells, please make sure they are empty before taking them home.
- If you want to buy a souvenir:
 - Buy a photograph, book or poster of colourful marine creatures rather than shells, coral, starfish and urchins or other 'marine curios'.
 - Remember 'curios' would almost certainly have been alive, when collected.
 - If we don't buy them, the shops won't sell them.

Avoid Disturbing Wildlife

You can see many animals at their best when they are behaving naturally. This is true for animals such as seals, otters and seabirds, as well as rock pool animals.

To avoid disturbing wildlife

- It is best to watch from a distance, through binoculars if possible, especially if the animals are nesting, or pupping in the case of seals.
- Keep any pets on a lead and clear of birds and other animals.
- Remember, it is now illegal to disturb or harass many species of birds and animals.



COPY OF THE SEASHORE CODE (MARINE CONSERVATION SOCIETY)

Take Your Rubbish Home with You

Beach rubbish is unsightly and can be dangerous to sea creatures. Much of the litter on our shores comes from tourists, shipping, fishing vessels and sewage outfalls. You can help to reduce this problem when visiting the coast:

Take your rubbish home - burying it is no solution.

- Keep your dog from fouling the beach.
- Report canisters or drums that may be washed up on the beach, but do not touch them.
- Take part in Beach Watch - the annual beach clean and survey organised by the Marine Conservation Society, or Adopt-a-Beach – a regular survey of beach litter.
- Bag It and Bin It, Please Don't Flush It - bag and bin all plastic bathroom waste such as cotton bud sticks.

Watch Where You Go

Beaches and sand dunes are prone to erosion and easily damaged by people and vehicles.

To help protect the coast

- Keep to established paths and dune boardwalks.
- Park in designated car parks and keep access to footpaths clear.
- Do not use beaches or dunes for scrambling motorcycles or other 'off-road' vehicles.
- If you dig holes in the beach, please fill them up again.
- Leave pebbles and rocks on the beach rather than collect them for your garden.

Be Careful!

All cliffs are unstable and potentially dangerous, yet they are an impressive sight and from the cliff top it is possible to enjoy a panoramic view of the coastline. Cliffs also provide a very specialised habitat for the plants and animals that live on them.

Take Care Near Cliffs

- Remember that it is dangerous to climb up or go near the top or bottom of a cliff.
 - Please don't throw or push anything over the edge of cliffs. As well as being dangerous, it can increase the rate of cliff erosion and kill or disturb wildlife.
- Play safe on the beach too:
 - Check tide times to avoid being cut off.
- Keep away from soft sand and mud - it is easy to get stuck!