



ClubFest 2026
Friday 22nd – Tuesday 26th May
Kelmarsh Hall, Northamptonshire
Campsite Crews
Divisions & Centres Crews

November 2025, Ian Grover, Campsite Crew Co-ordinator



It's time to start thinking about Division & Centre presence and crews at ClubFest 2026. We're returning to the Kelmarsh venue that hosted a very successful event in 2023, with improvements being applied by the Events Committee all the time. It is only with the help of members such as you that ClubFest can take place each year; it is run by members, for the enjoyment of members.

This introduction to the Campsite Crew role and Division & Centre involvement hopefully gives a flavour of the activities and responsibilities for the event. The skills and knowledge you have as volunteers within Divisions, Centres, rallies and Club events, or within other organisations, are perfect for this event, but there is no requirement to have been involved in Club events before.

A Campsite Crew ready for action and meeting members on arrival.



What is a ClubFest Campsite Crew?

A Campsite Crew is a volunteer team who run a Zone of the campsite during the event.

A Zone typically has somewhere between 100 and 300 pitches, depending on the sizes of the fields and how many bookings are received for each type of Zone.

The number of people in the Campsite Crew for each Zone will vary to match, and typically additional experienced people will be available to help on the busy Arrivals Friday.

The Campsite Crew for each Zone has a nominated leader.

What does a Campsite Crew do?

- Arrive on Tuesday or Wednesday morning to set up your own outfits as a team
- Familiarise with the layout of your Zone, and with the wider site
- Attend the Campsite Crew briefing on Wednesday afternoon
- Attend a 'training' session on Thursday, for a run-through of how the pitch layout works
- Set up your 'camp', using a gazebo / shelter to form the Check-In point on Friday and a focus for your Division & Centres to hold a welcome event on Saturday morning.
- Plan for the busy arrivals day
- Meet & greet attendees arriving at your Zone; show them to pitches using the grid layout
- Run check-in using the Zone attendance list; hand out ClubFest programmes & any Division/Centre promotion. Help attendees "get their bearings" and find the way to the ClubFest village.
- Be on hand on Departure Tuesday, mainly to smile and wave as attendees leave after a great ClubFest!
- Enjoy the Thank-you evening, then leave on Wednesday after a great volunteer experience.
- ... ready to come back again the following year!!

So there is a wide mix of roles; some will be walking the Zone and pitching outfits; some cover the admin; some use people skills to meet & greet, help members and promote your Division & Centres.

Dive in, get involved

Busy but hugely rewarding

Campsite Crew volunteer benefits?

- A substantial discount on the fees, set this year at 45% discount off the early-bird price
- The Thank You evening event on Tuesday 26th May. All teams and crews come together for a social evening hosted by the Events Committee, with free hot meal, drinks tokens, entertainment and some light-hearted fun.
- The benefits that your local Division and Centres gain from promoting your events to the wider Club membership and increasing awareness of Division and Centre activities. The majority who attend ClubFest haven't yet discovered Centres and rallies, so it's a golden opportunity.
- The satisfaction of playing a key role in a major event that is fully organised and run by Club member volunteers. It's a great buzz!
- ClubFest and its volunteers have the same Public Liability Insurance and Personal Accident Insurance as Centre Rally Officers.



Bring your experience to add to the ClubFest success.

A great weekend of fun and entertainment

What do other ClubFest teams provide to support Campsite Crews?

Many other crews and teams that run ClubFest are dedicated to providing the campsite and festival.

Before Campsite Crews arrive:

- The **Pitch Team** have laid out the Zones and pitches in a grid pattern with regulation outfit spacing
- The **Essential Services Team** have set up Service Points, fresh water supply and wet & dry waste disposal
- The **Electrics Team** have laid out cabling and supply boxes for 6A supply to every pitch, all tested and with generators connected and ready to run
- The **Health & Safety Team** have risk-assessed the site and pitches, and hazards have been rectified, signed or cordoned off
- The **Site Services Team** have provided signage around the site

When you arrive, on Tuesday/Wednesday 19th & 20th May:

- The **Site Marshal** (John Kent) and **Campsite Crew Co-ordinator** (Ian Grover) are your main points of contact to get set up and throughout the event. By all means get to know other crews and teams.

On arrivals day, Friday 22nd May:

- The **Traffic & Gates Team** will manage the traffic and ensure that everyone who arrives at your Zone is a paid-up ClubFest attendee who should be on your attendance list.
- Members of other teams who are available will be asked to assist with pitching in Zones – it's an all-hands-to-the-pump day where the whole ClubFest team is working together.

During the event:

- The **Essential Services Team** and **Electrics Team** will maintain the Service Points and generators.
- The **Communications Team** (via the radio) are your point of contact to report and resolve any problems.

On departures day, Tuesday 26th May:

- The **Traffic & Gates Team** will again manage the traffic and exit routes.

And of course the **Arena Team**, **Entertainments Teams**, **Activities Teams**, **Traders Team** and **Bar Team** will run everything in the ClubFest village.

ClubFest Promotion

If you haven't attended ClubFest before, here are some videos and stills from recent years on the Club's website. See the Club's web pages at <https://www.caravanclub.co.uk/whats-on/clubfest/>



The main stage at ClubFest 2025, Bolesworth Castle.



Food Court at ClubFest 2025, Bolesworth Castle.

ClubFest Promotion

There are also some YouTube videos online showing many aspects of ClubFest.

Some produced by the Club

ClubFest 2024, Weston Park

<https://www.youtube.com/watch?v=LTa2EXUQnyY>

And some have been prepared and posted by members, not as part of official Club promotion.

Some parts are filmed in the Zones, so they show the pitching layouts that Campsite Crews manage.

ClubFest 2025, Bolesworth Castle

‘The Hills’

https://www.youtube.com/watch?v=L3DT4J0b_FA

‘Intrepid Iresons’

<https://www.youtube.com/watch?v=a3HZJkhNK0o>

ClubFest 2024, Weston Park

‘Our Nomads Life’

https://www.youtube.com/watch?v=ILt_nB_XL7g

‘Go with Gustav’

<https://www.youtube.com/watch?v=w6MXJig28kw>

‘The Trudgians Spring tour’

<https://www.youtube.com/watch?v=cwzmSFkbHSo>

‘Our Nomads Life’

<https://www.youtube.com/watch?v=CkBDSZZwgJI>

(on the 2024 pre-event zone watching the village take shape)

‘The Trudgians – All You Need To Know’ <https://www.youtube.com/watch?v=NAFULIW3Yys>

ClubFest 2023, Kelmarsh Hall

‘Helen & Dave’

<https://www.youtube.com/watch?v=xBH3RCerpP0>

‘Our Nomads Life’

<https://www.youtube.com/watch?v=zkoEqxqJ1NA>

ClubFest Leadership – The Events Committee

ClubFest is planned and executed by the Club's Events Committee, with the support of about 200 Club member volunteers. The Events Committee is an experienced and dedicated team of about a dozen volunteers, supported by their partners and families. Each has responsibility for one or more parts of the ClubFest event.

Greg Potter	Chairman & ClubFest Co-ordinator
Graeme McKenzie	Administration, Communications, Site Services & Member Liaison
John Kent	Site Marshal, Site Layout, Campsite Zones and Crews
Deborah Black	Entertainment
Denise Fleming	Bar & Ceremonial
Jules Mark	Mayday Zone Activities, Sports, Have a Go activities, Wellbeing and nature activities, Child Welfare & Safeguarding
Karen Shipper	Village, Traders, Food Court
Dillwyn Lewis	Security, Gates, Traffic, First Aid, Health & Safety
Brian McMurray	Essential Services (water, wet waste, dry waste, electricity, service points)
Jane Rigby	Publications, ClubFest administration
Barry Bridges	Budget Compliance

ClubFest Zones and Crews

Camping at ClubFest is organised into a number of Zones. The overall capacity is 2,800 outfits and all pitches at Kelmarsh Hall are on grass. The ClubFest booking website lists the types of pitches. The “Standard Pitch” category breaks down into a Zone per Division; members select a Division when making a booking.

The other types of pitch (Eco, Blue Badge, Family & Friends, Quiet Area, Tents, Campervans and Standard Pitch Plus) will be formed into their own Zones. Standard Pitch Plus (with toilet and shower access) is always popular, so is likely to cover more than one Zone. Motorhomes longer than 9m are asked to use a Zone for larger vehicles.

The Zones are allocated and fitted into the site plan as a jigsaw in the run-up to the event, based on the number of bookings for each pitch type. We will all keep in touch regarding the numbers of bookings, Zone locations and the people in each crew, to cover Division Standard Pitches and the other Zone types.

Fees, Discounts and Booking

Every volunteer Club member in the ClubFest organisation of Teams and Crews pays at least part of the fees, on a sliding discount scale. As a Campsite Crew member, the fee that we ask you to pay is a discounted rate off the early-bird price that was available back in the summer. This discounted fee is applicable to Campsite Crew for all Zones.

£225.00 for a pitch and 2 adults

£165.00 for a pitch and 1 adult

Bookings and discounts for Campsite Crew members have to be handled by the Club’s Contact Centre, not the website booking system, so please don’t book via the website.

Instead we will let you know when the Contact Centre is set up to take your booking (probably during Jan-Feb).

Pre-ClubFest planning for Crews, Divisions and Centres

In the lead up to ClubFest, Campsite Crew members can liaise with Ian and John to clarify any points about the event and the Campsite Crew responsibilities. We can hold Zoom meetings to meet each other, work through an explanation of ClubFest and the Campsite Crew role.

Campsite Crew Leaders will establish a plan to make sure everything is covered, including kit and its transport.

Divisions and Centres should plan to run a Welcome Event on the Saturday morning, to bring members from the area together to meet, and to promote the Division & Centre activities. The Welcome Events are advertised in the programme, deliberately scheduled to all happen at the same time.



Division & Centre Campsite Crew Point - your own equipment

Division & Centre Campsite Crews are encouraged to create your own attractive and practical Campsite Crew point, ideally using your experience from organising other events and the shelters / gazebos / equipment / flags / banners etc. from within your Division and Centres. Please ensure awnings, shelters, gazebos are practical for visitors and robust in all weathers. Please avoid having a dog tethered in or around the check-in point.

The Campsite Crew provide an important point of contact for all attendees in the Zone.

Each crew member must come prepared for all weathers. Of course we all want to spend the weekend in shorts and T-shirts with Factor 50 at hand, but Campsite Crews must also be well prepared for rain, wind and cold conditions. Stout footwear is essential in all weathers – the Zones are on open ground.



Campsite Crew Briefing

The Campsite Crew Briefing is a meeting of ALL Campsite Crew members, held on the Wednesday afternoon. The Briefing welcomes you, explains the setup of the event, and provides you with the following items

- layout plan for the zone
- attendance list for the zone, to use at check-in
- a two-way radio, for the Campsite Crew and ClubFest Control to be in contact with each other
- high-visibility vests and lapel badges for each member of the Campsite Crew
- yellow flag, for helping to indicate vehicle movement restriction if necessary
- stock of souvenir brochures and programmes to hand out when attendees check-in

The Briefing will explain any changes or special instructions that need to come into place for traffic, siting, Health & Safety or any other aspect of welcoming, pitching or overseeing the attendees that are in your Zone.

The Briefing is the place to raise any questions you wish, either in the main meeting, or with any of the Events Committee, Team Leaders or Co-ordinators who will be present.



Campsite Crew have arrived and are escorted to their Zone and pitch by the Site Team.

Divisions and Centres - Hosting a Zone

For the Zones that are hosted by a Division Team, it is an opportunity to engage with members and promote events that the volunteer organisations within the Club provide.

The Division Teams are encouraged to distribute promotional material to attendees, and especially to highlight digital channels such as websites and Facebook to look out for further information.

The Division Team, together with constituent Centres, should host an informal Welcome Event in the Zone on Saturday morning, at the Campsite Crew Point. Light refreshments can be provided at the get-together, for which out-of-pocket expenses can be claimed from Club Governance.

There will also be a stand within the ClubFest village on the subject of Divisions, Centres, rallies and volunteering. As well as promoting the volunteering side of the Club, the people running the stand will be able to answer questions, and the stand is planning to cover technical subjects such as using vehicles off-grid.

For the other themed Zones (Family & Friends, Eco, Blue Badge, Quiet, Campervan, Tent) and the Standard Pitch Plus zones, the Campsite Crew is encouraged to signpost members to the Zone where the Division Team for their home county is hosting a get-together.

Next Steps

Thank you for reading this information.

To get involved with making the ClubFest event be the success it is planned to be, please get in touch with the people below. We would like to arrange video calls using Zoom (preferably on a weekday evening) to meet individuals or whole teams. Contact at an early stage helps us all to get the arrangements right.

Following that contact, we're available for any questions and concerns right up to the event.

Greg Potter

Chairman

Events Committee

chairman@camcevents.com

John Kent

Site Marshal

Events Committee

marshal@camcevents.com

Ian Grover

Campsite Crew Co-ordinator

grover861@btinternet.com



Photographs in this pack are courtesy of Jenny Cox, or taken from the Club website.