

**MINUTES OF THE COUNCIL MEETING
OF THE PONY CLUB ASSOCIATION OF NEW SOUTH WALES INCORPORATED**

DATE: TUESDAY 31 MARCH 2015

VENUE: THE CATHOLIC CLUB, (PHILLIP ROOM) CAMPBELTOWN

1. PRESENT:

Chairman	Mrs D Cullen (Zone 16)	Zone 15	Mr P Painter OAM
Zone 2	Mrs M Pestell OAM	Zone 16	Mrs N Smith, Ms K Breitkopf
Zone 3	Mr G Harmer, Mr A Riphagen	Zone 17	Apology
Zone 4	Mrs F Pennell	Zone 18	Mrs S Woodhouse
Zone 5	Mrs J Alston *	Zone 19	Dr F Kelleher, Mr A Newham
Zone 6	Apology	Zone 20	Mrs A Sutcliffe, Mr K Felton
Zone 7	Ms J Gorman	Zone 21	Mrs G Habermann
Zone 8	Mrs J Morgan *	Zone 22	Ms J Jones
Zone 9	Mrs K Wood	Zone 23	Mr M Syme, Mr G Temm
Zone 10	Mrs J Frankum, Mrs T Schipp	Zone 24	Mr P Petherbridge, Mr S McIntyre
Zone 11	Mrs M Clark, Mrs A Whiley	Zone 25	Mrs S Adams, Mr G Adams
Zone 12	Mr F Smith	Zone 26	Mr Mrs W Pernice, Mr B Gribbin
Zone 13	Mr G Croft, Ms B Williamson	Zone 27	Mr J Kay, Mrs J Waugh
Zone 14	Mrs K Taylor, Mrs S Feeney	Zone 28	Mrs P Durant, Mrs E Caswell

Visitors: Mrs K Britton (Executive Officer) *indicates members present holding proxy forms.

Mrs D Cullen welcomed everyone attending especially the new Councillors and opened the meeting at 10.30 am.

APOLOGIES: Mr P Patterson (Zone 5), Mrs M Tanti, Mrs F Hemmy (Zone 6), Mr P Logue (Zone 7), Mrs E Bent (Zone 12), Mr A Morrall (Zone 17), Mrs M Marsh (Zone 22)

C1/15 That the apologies be accepted.

Moved: Mr G Hamer Seconded: Mrs K Taylor (carried)

It was announced that there were 42 registered voters, including proxies and excluding latecomers or visitors.

2. MINUTES of Council Meeting held Tuesday 2 December 2014.

3. CONFIRMATION of the above Minutes.

C2/15 That the Minutes of the previous Meeting dated 2 December 2014 be adopted with the inclusion of Mrs G Habermann in attendees.

Moved: Mr B Gribbin Seconded: Mrs K Taylor (carried)

4. BUSINESS ARISING out of the above Minutes.

Nil

5. REPORTS

i) Presidents Report- Mrs D Cullen – as read at the meeting

C3/15 That the Presidents Report be accepted.

Moved: Mrs D Cullen Seconded: Mrs K Taylor (carried)

Executive Recommendations

C4/15 **That all riders nominating to attend State Camp be allowed to nominate for a maximum of two disciplines on a maximum of two horses per discipline, with suitable performance.**

Moved: Mrs K Taylor Seconded: Mrs M Clark (carried)

C5/15 **That a rider may attend State Camp a maximum of five (5) times.**

Moved: Mrs K Taylor Seconded: Mrs J Gorman (carried)

C6/15 **That the minimum age for the Keith Lowe Award applicants be changed from the current seventeen (17) years to nineteen (19) years.**

Moved: Mrs J Frankum Seconded: Mrs F Pennell (carried)

C7/15 That the changes in the Showjumping Section of the Handbook be ratified. These changes are necessary to bring the Pony Club Association NSW Showjumping rules in line with the National Showjumping rules which are based on the latest EA Showjumping rules. In addition we have included sections Pony Club Association NSW sections such as riding to time (Optimum time) and the Showjumping Grading procedure.

Moved: Mrs J Frankum Seconded: Mrs F Pennell (withdrawn)

Mrs J Frankum noting that she had become aware that further amendments need to be made to the circulated section and that Mrs J Frankum would complete the updates as soon as possible for further circulation.

C8/15 **That the amount of capital spending that the State Executive is delegated to spend be increased from the current \$5,000 to \$10,000.**

Moved: Mr P Petherbridge Seconded: Mr M Syme (carried)

C9/15 **That any person who held an Old System Instructors certificate who has also held continuous pony club membership, currently instructs at their club and has attended the relevant instructors schools may renew their instructor's certificate up until the end of the following term from their last expiry date not prior to 2010.**

Moved: Mrs J Frankum Seconded: Mrs S Adams (carried)

Note: any Zone who has instructors that fall into this category must submit letters of recommendation for the above renewals to the state office.

ii) Administration Workshop Report

C10/15 **That the Administration Workshop report be accepted.**

Moved: Mrs J Frankum Seconded: Mrs F Pennell (carried)

iii) Treasurers Report

As per the AGM with Mr P Petherbridge answering any queries and noting that the accounts at the beginning of the year include the upfront payment for the insurance premiums for 2015.

iv) Chairman of Chief Instructors Committee – as attached

C11/15 That the Chairman of Chief Instructors Report be accepted.

Moved: Mrs J Frankum

Seconded: Mrs J Alston

(carried)

From the Chief Instructors Report

Mrs J Frankum foreshadowed that there would be a number of motions arising from the ZCI workshop to be submitted to Council and a request for a Special General Meeting to be held prior to the July meetings to address the required changes to Zone Chief Instructor and Club Senior Instructor sections of the constitution.

Recommendations from the Zone Chief Instructors Committee meeting for consideration by Council.

C12/15 That for State Camp polo shirts be changed from their current form to read State Camp and the year of the camp on the reverse of the shirt and the discipline only on the front pocket of the shirt.

Moved: Mrs J Frankum

Seconded: Mrs E Caswell

(carried)

C13/15 That a hard copy of each State Championship schedule be mailed to the Zone Secretary and the Zone Chief Instructor

Moved: Mrs J Frankum

Seconded: Ms A Sutcliffe

(carried)

Ratification of appointments

C14/15 That ratification of appointments the Paid Instructors Panel as follows:

Leigh Scott

Peter Shaw

Moved: Mrs J Alston

Seconded: Mr J Kay

(carried)

v) 2014 State Showriding Championship – Mrs J Frankum as circulated.

C15/15 That the State Showriding Championship report be accepted.

Moved: Mrs J Frankum

Seconded: Dr F Kelleher

(carried)

From the State Showriding Report as a Motion of Urgency

C16/15 That tail weights are not permitted at Pony Club Association NSW.

Moved: Mrs J Frankum

Seconded: Mr M Syme

(carried)

vi) 2014 State Camp report – Mrs J Frankum as circulated

C17/15 That the State Camp report be accepted.

Moved: Mrs J Frankum

Seconded: Mrs E Caswell

(carried)

6. RATIFICATION by Council of appointment of the Chairman of Chief Instructors Committee and the Zone Chief Instructors Representative to the Executive.

C18/15 That Council ratify the appointment of Mrs J Frankum as Chairman of the Chief Instructors Committee and Mrs E Caswell as Zone Chief Instructors Representative to the Executive.

Moved: Dr F Kelleher

Seconded: Mr P Petherbridge

(carried)

Meeting suspended due to fire drill at 11.05am and resumed at 11.24am

7. ELECTION OF OFFICERS

Mrs D Cullen thanked all outgoing Executive members for their hard work over the past year. Mrs D Cullen noted that written nominations were required, except in the case of no written nominations, and then nominations from the floor can be made. Mrs D Cullen asked Mr M Syme to take the chair.

a) President

Two written nomination received for President, Mrs D Cullen and Dr F Kelleher however Dr F Kelleher withdrew his nomination for President.

C19/15 That the nomination from Mrs D Cullen for President be accepted.

Moved: Mrs S Woodhouse Seconded: Mrs J Alston (carried)

Mr M Syme congratulated Mrs D Cullen on her election and offered her the chair. Mrs D Cullen thanked everyone for their support and returned to the Chair.

b) Vice President x 2 Positions

Two nominations received for the position of Vice President, being from Mr M Syme, and Dr F Kelleher. Mr M Syme withdrew his nomination, Dr F Kelleher therefore elected. Mrs D Cullen noted that there was a further vacant position to be elected from the floor.

C20/15 That the nomination from Dr F Kelleher for Vice President be accepted.

Moved: Mrs E Caswell Seconded: Mrs K Taylor (carried)

Mrs D Cullen thanked Mr M Syme for his contribution to the State Executive during his tenancy and called for nominations for the vacant position.

Nominations from the floor

Mrs F Pennell moved, seconded Mrs S Adams, nomination for Mrs K Taylor – who accepted the nomination for Vice President.

Mrs J Waugh moved, seconded Mr G Adams, nomination for Mr J Kay – who accepted the nomination for Vice President.

Mrs J Frankum moved, seconded Mr P Petherbridge, nomination for Mrs J Gorman – who declined the nomination.

There being no further nominations Mrs D Cullen called for a secret ballot, and requested Mrs K Britton and Mr M Syme to act as returning officers.

At the conclusion of counting of the ballots Mrs D Cullen congratulated Mrs K Taylor on being elected as the second Vice President.

C21/15 That the ballot papers be destroyed.

Moved: Mrs J Alston Seconded: Mr P Painter (carried)

c) Treasurer

One written nomination received from Mr P Petherbridge for the position of Treasurer. Therefore Mr P Petherbridge is elected unopposed.

C22/15 That the nomination from Mr P Petherbridge for Treasurer be accepted.

Moved: Mr M Syme Seconded: Mr J Kay (carried)

d) Council Representative x 2 Positions

Three written nominations for the position received from Dr F Kelleher , Mrs M Clark and Mr J Kay for the position of Council Representative however Dr F Kelleher and Mrs M Clark withdrew their nominations, therefore Mr J Kay elected unopposed. Mrs D Cullen noted that there was a further vacant position to be elected from the floor.

C22/15 That the nomination from Mr J Kay for Council Representative be accepted.

Moved: Mrs E Caswell Seconded: Mrs K Taylor (carried)

Nominations from the floor

Mrs K Taylor moved, seconded Mrs S Feeney, nomination for Mrs F Pennell – who accepted the nomination for Council Representative.

Mr P Petherbridge moved, seconded Mr M Syme, nomination for Mr S McIntyre – who accepted the nomination for Council Representative.

Mrs M Clark moved, seconded Mr P Painter, nomination for Mrs K Wood – who accepted the nomination for Council Representative.

There being no further nominations Mrs D Cullen called for a secret ballot with Mrs K Britton and Mr M Syme to act as returning officers.

At the conclusion of counting of the ballots Mrs D Cullen congratulated Mrs K Wood on being elected as Council Representative.

C23/15 That the ballot papers be destroyed.

Moved: Mr M Syme Seconded: Dr F Kelleher (carried)

Mrs D Cullen welcomed the new Executive and once again thanked the outgoing Executive for their work in the past year and confirmed the new Executive Committee as:

President	Mrs D Cullen
Vice President	Dr F Kelleher
	Mrs K Taylor
Treasurer	Mr P Petherbridge
Chairman of Chief Instructors	Mrs J Frankum
Representative from ZCI Committee	Mrs E Caswell
Council Representative	Mr J Kay
	Mrs K Wood

8. FIXATION OF HONORARIUMS FOR 2015

C24/15 That the fixation of Honorariums for 2015 be as follows:

	2015
President	\$7,500
Chairman of Chief Instructors	\$7,500
Treasurer	\$6,500

Moved: Mr P Petherbridge Seconded: Mr M Syme (carried)

9. APPLICATIONS to host State Championship

One application from Zone 16 at Bungendore to host the State Mounted Games Championship

C25/15 That the 2015 State Mounted Games Championship be hosted by Zone 16 at Bungendore
Moved: Mrs J Frankum Seconded: Mrs E Caswell (carried)

One application from Zone 3 at Mudgee to host the State One Day Event Championship

C26/15 That the 2015 State One Day Event Championship be hosted by Zone 3 at Mudgee
Moved: Mr G Hamer Seconded: Mr A Riphagen (carried)

10. NOTICES OF MOTION

Mr M Syme said that he would like to move a procedural motion and reverse the order of the motions as listed on the agenda. He felt that the Hendra motion was a very important motion and that everyone was allowed the time to consider it, therefore it should be brought forward on the agenda.

C27/15 That the order of motions is considered in the reverse order to the order on the agenda
Moved: Mr M Syme Seconded: Mr G Temm (carried)

Zone 27 Motion

C28/15 That Pony Club Association NSW rescinds the requirement for horses to be Hendra vaccinated to attend State Championships
Moved: Mr J Kay Seconded: Mrs S Adams (carried)

Zones 9, 10, 19 and 28 requested that it be minuted that they voted against the motion.

Mr M Syme said that he would like to move a consequential motion. This was because this motion could not come into effect, unless the previous motion had been passed. The purpose of the motion is to clarify when the previous motion comes into effect, as the condition of entry for both the Dressage and Showjumping state championships is that all horses must be Hendra vaccinated.

Mrs J Frankum said that as nominations for Sporting and Campdraft and Dressage had already closed and Jumping Equitation would close in a few days she believed that these events needed to be Hendra vaccinated events.

C29/15 That the rescinded motion (C28/15) comes into effect on the 18th May 2015
Moved: Mr M Syme Seconded: Mr A Riphagen (carried)

Reminder: that National Championships are Hendra vaccinated events for riders/horses from QLD and NSW and the motion was specific to state championships in NSW and did not include State Camp.

Mrs K Wood requested clarification as to whether this motion overruled the mandatory vaccination by-laws of Zone 9 and 15 Mrs D Cullen said that it did not, and that PCANSW fully supported Zone 9 and 15 in regard to their mandatory by-law for all pony club activities.

Note: The advice the State Executive has received is that if a horse is suspected of having the Hendra virus all unvaccinated horses at State Championships (and any other pony club event) will be quarantined for 21 days at their owner's expense.

Mrs D Cullen said that the existing bio-security procedures would need to be tightened up for all State Championship events and that the State Executive would provide further information to members via Championship schedules.

Zone 15 Motion

C30/15 That we change the dressage division and age groups at our State Championships

Suggested – Age Groups:

Under 11 years

11 years to under 13 years

13 years to under 15 years

15 years to under 17 years

17 years to under 26 years

Grades or divisions within each age group (under 13 years)

Prelim x 2 tests

Novice x 2 tests

Elementary x 2 tests

Grades or divisions within each age group (over 13 years)

Prelim x 2 tests

Novice x 2 tests

Elementary x 2 tests

Medium x 2 tests

Moved: Mr P Painter

Seconded: Mrs K Wood

(lapsed)

Motion discussed and it was noted that the motion was in several parts. Members speaking against the motion were in general happy to include a younger age group however they were not in favour of changing the tests or the grade. Mr P Painter as mover said that he would like to withdraw the grades and divisions sections and that the motion be as follows:

C31/15 That we change the dressage age groups at our State Championships to

Under 11 years

11 years to under 13 years

13 years to under 15 years

15 years to under 17 years

17 years to under 26 years

Moved: Mr P Painter

Seconded: Mrs K Wood

(carried)

The above change is to commence with the 2016 State Dressage Championships as the nominations were already closed for the 2015 championship.

Zone 4 Motion

C32/15 That at Club Level Showjumping competitions, riders (graded C or above) may be permitted to participate on two horses. (One horses competitively, the other non-competitively). The 2nd horse can be either lower, higher or the same grade.
The decision to allow 2 entries per rider will be at the discretion of the host club.

Moved: Mrs F Pennell Seconded: Mr P Petherbridge

(lapsed)

Motion discussed and it was suggested that members present would be happier if the motion including “that if the second non-competitive horses was in the same grade then the non-competitive second horse would be ridden last” was added to the motion to clarify the intent of the motion. Mrs F Pennell as mover said that she would be happy to amend the motion.

C33/15 That at Club Level Showjumping competitions, riders (graded C or above) may be permitted to participate on two horses. (One horses competitively, the other non-competitively). The 2nd horse can be either lower, higher or the same grade. If the second non-competitive horse was in the same grade then the second non-competitive horse would be ridden last.

The decision to allow 2 entries per rider will be at the discretion of the host club.

Moved: Mrs F Pennell Seconded: Mr P Petherbridge (carried)

Mrs F Pennell said that she was happy for the next two motions to be amended.

C34/15 That at Club Level Dressage competitions, riders (graded C or above) may be permitted to participate on two horses. (One horses competitively, the other non-competitively). The 2nd horse can be either lower, higher or the same grade. If the second non-competitive horse was in the same grade then the second non-competitive horse would be ridden last.

The decision to allow 2 entries per rider will be at the discretion of the host club.

Moved: Mrs F Pennell Seconded: Mr P Petherbridge (carried)

C35/15 That at Club Level One Day Eventing competitions, riders (graded C or above) may be permitted to participate on two horses. (One horses competitively, the other non-competitively). The 2nd horse can be either lower, higher or the same grade. If the second non-competitive horse was in the same grade then the second non-competitive horse would be ridden last.

The decision to allow 2 entries per rider will be at the discretion of the host club.

Moved: Mrs F Pennell Seconded: Mr P Petherbridge (carried)

C36/15 That competitor's at State events may provide and use their own portable yards. Portable yards may be used subject to all criteria for their construction, clean-up and use (as determined by PCA NSW and the host zone) being met.

Moved: Mrs F Pennell Seconded: Mr M Syme (lost)

Meeting suspended for lunch at 12.50pm and resumed at 1.30pm

11. AGENDA ITEMS

- a) Work Health and Safety – Mrs K Britton said that the bio-security plan would need to be reviewed in light of the change to mandatory Hendra vaccinations by the State Executive. Members were reminded that as long as they were following the Associations rules and doing everything reasonably practicable then they would be in line with the WorkCover guide. (Please check the website for the latest updates forms etc. and if you have something that you believe needs to be discussed please contact the office.)
- b) Working with Children Checks – Mrs K Britton said that volunteer organisations phase in schedule commenced this year and that anyone needing a WWC check had until the 30th March 2016 to do so however it was best to organise your check as soon as possible as closer to the cut-off date the turnaround time will be slower due to the large number of applications and people may forget. Clubs/Zones and State (if applicable) need to verify all WWCC registration numbers presented to them for the process to be complete, with full details on the process on our website. Please note that if someone is not cleared during this process Clubs/Zones and State may not use this volunteer for child related services.

12. CLUBS NOT FINANCIAL as per 29th March 2014
As per list read.

13. CORRESPONDENCE

1. Olivia Muscat – thanks re State Camp – tabled
2. Zone 9 re change of wording for Wallanbah PC to be ratified at Council meeting – tabled

C37/15 That the meeting ratify the change in spelling of Wallanbah Pony Club.

Moved: Mrs J Frankum Seconded: Mrs J Gorman

(carried)

3. Lydia Hanna – thanks re State Camp – tabled
4. Imogen Hanna – thanks re State Camp – tabled
5. Phoebe Wilkinson – thanks re State Camp – tabled
6. Baylee Stapleton – thanks re State Camp – tabled
7. Angela Begg – thanks re State Camp – tabled
8. Safe Work Australia re business case for safe, healthy and productive workplace – tabled
9. WorkCover letter re guide consultation –tabled
10. Brooke Joyner – thanks re State Camp - tabled
11. Dannica Whitty – thanks re State Camp – tabled
12. Mitchell & Patrick Carraro – thanks re State Camp – tabled
13. Hollie McIntyre – thanks re State Camp – tabled
14. SIEC emails re 2016 State Camp dates – already discussed
15. SIEC email re possible dates for Combined Championships July 2016 - tabled
16. PCA – 2015 National Championship rules - tabled
17. PCA Notification of PCA 30-31st May Board meeting - tabled
18. PCA Notification of IMG E Coach – Tim Moreton and Manager – Anne Cotton - tabled
19. PCA – Media release re new appointed PCA Board members - tabled
20. PCA – Media release re renewal of MOU with EA - tabled
21. Stuart Ayres MP media release in regard to fund for Community Sportsgrounds - tabled
22. Hillston PC winding up – tabled

C38/15 That the meeting ratify the winding up of Hillston Pony Club.

Moved: Mr P Petherbridge Seconded: Mrs E Caswell

(carried)

23. PCA – confirmation of PCA AGM and Unite15 Forum 30-31st May 2015 - tabled
24. John Egan DSR re Future needs of sport project – tabled
25. Letter from Zone 5, Gunnedah PC and Boggabri PC in regard to exemption for transfer of members twice within twelve months – tabled and discussed confirmation that both clubs and the zone support the transfer

C39/15 That the meeting ratify the transfer for members listed in the correspondence from Gunnedah Pony Club to Boggabri Pony Club.

Moved: Mrs J Alston Seconded: Mrs E Caswell

(carried)

26. Letter from Martins Gully PC in regard to exemption for transfer of members twice within twelve months from Armidale PC, correspondence received from Armidale PC and Zone 13 noting that they do not support the proposed exemption

C40/15 That the meeting ratify the transfer for members listed in the correspondence from Armidale Pony Club to Martins Gulley Pony Club.

Moved: Mr M Syme Seconded: Mrs B Williamson

(lost)

14. GENERAL BUSINESS

- Mr P Petherbridge wanted to remind everyone that riders attending State Jumping Equitation would need to have Hendra vaccinated horses as per the subsequent motion commencing 18th May 2015
- Mrs K Taylor said that she had been concerned about some of the comments left on some of the Facebook pages who were against Hendra vaccination and decisions made by Council and said that she had personally contacted these people to request that the comments be deleted and in most cases people had complied however noted that we have Social Media policy that needed to be adhered to whether you support decisions made or not.
- Mrs J Frankum requested those present to remind their members attending the RAS that all pony club gear and uniform rules would apply and that they would be checked prior to competing and if incorrect they would not be allowed to compete.

15. CLOSE MEETING

There being no further business Mrs D Cullen thanked everyone for their attendance and closed the meeting at 1.50pm.