

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

**DATE: TUESDAY 27 MARCH 2018**

**VENUE: THE CATHOLIC CLUB, (PHILIP ROOM) CAMPBELTOWN**

Mr W Pernice thanked everyone for attending the final Council meeting for the year.

**1. PRESENT:**

Chairman	Mr W Pernice (Zone 26)	Zone 15	Apology
Zone 2	Mrs M Pestell OAM	Zone 16	Mrs A McGrath
Zone 3	Mr G Hamer*	Zone 17	Apology
Zone 4	Mrs F Pennell, Ms B Tink	Zone 18	Mrs S Woodhouse
Zone 5	Mrs J Alston *	Zone 19	Mr W Rich, Mr S Buckingham
Zone 6	Not available	Zone 20	Ms N Carlson, Mr K Felton
Zone 7	Apologies	Zone 21	Mrs S McDougall
Zone 8	Mrs J Morgan*	Zone 22	Mrs M Marsh, Mrs L Smith
Zone 9	Mrs K Wood, Mrs C Hodges	Zone 23	Mr G Temm
Zone 10	Mrs K Eyding, Mrs J Frankum	Zone 24	Mr P Petherbridge, Mr D Carraro
Zone 11	Mrs A Davis, Mrs T Foster	Zone 25	Mrs S Adams, Mr G Adams
Zone 12	Not available	Zone 26	Mrs C Dobson
Zone 13	Mr G Croft, Ms B Williamson	Zone 27	Mrs L McRae
Zone 14	Mrs S Feeney	Zone 28	Mrs P Durant, Mrs E Caswell

Visitors: Ms M Clark, Ms H Fletcher, Mrs K Britton (Executive Officer) \*indicates members present holding proxy forms.

Mr W Pernice welcomed everyone attending especially the new Councillors and opened the meeting at 11.05am.

**APOLOGIES:** Ms J Crosland (Zone 3), Mr C Dolin (Zone 5), Ms J Gorman, Mr P Logue (Zone 7), Mrs J Towns (Zone 8), Mr P Painter OAM (Zone 15), Mr A Morrall (Zone 17), Ms H Frolic (Zone 18), Ms A Wunderlich (Zone 23), Mr B Gribben (Zone 26).

**C1/18 That the apologies be accepted.**

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

It was announced that there were 37 registered voters, including proxies and excluding latecomers or visitors.

**2. MINUTES** of Council Meeting held Tuesday 28 November 2017.

**3. CONFIRMATION** of the above Minutes.

**C2/18 That the Minutes of the previous Meeting dated 28 November 2017 be adopted as true and accurate.**

Moved: Mrs E Caswell                      Seconded: Mr K Felton                      (carried)

4. **BUSINESS ARISING** out of the above Minutes.

Nil

5. **REPORTS**

i) **Presidents Report- Mr W Pernice** – as per the Annual Report

**C3/18 That the Presidents Report be accepted.**

Moved: Mr W Pernice                      Seconded: Ms F Pennell                      (carried)

Executive Recommendations

State Championships

- I. That State Championship fees be more transparent with the entry fee to remain at \$45 per rider but other fees to be broken up as stabling, camping and venue/administration fees.

State Camp

- II. The State Executive recommends for discussion by clubs and zones, to be voted on at the July 2018 Council meeting the following disciplines be proposed for the 2019 State Camp:
- Dressage
  - Eventing
  - Showjumping
  - Horsemanship
  - Sporting

iii) **Treasurers Report** – as per the Annual Report

**C4/18 That the Treasurers Report be accepted.**

Moved: Mr P Petherbridge                      Seconded: Mr G Hamer                      (carried)

iv) **Chairman of Chief Instructors Committee – Mrs J Frankum**

Mrs J Frankum said that she did not have a specific report for this meeting however wanted to congratulate the three riders who were successful in obtaining their A Certificate last year, Victoria and Rachel Temm and Adele Clark. Mrs J Frankum said that this was a great achievement for each of these riders and it took a lot of dedication and hard work to achieve this result.

Zone Chief Instructors & Advisory Committee Recommendations

Team Penning

That due to an insufficient number of nominations for the Associate Team Penning, this age group will not go ahead in the 2018 State Team Penning Championship, the office will contact the relevant nominees.

Showjumping and Jumping Equitation

That riders should be aware that there is only very limited power available at Morisset Showgrounds for the State Showjumping and Jumping Equitation Championships and riders should bring their own generators.

## A Certificates

Expressions of Interest to riders who wish to be assessed for A Certificate will be circulated to Zones for follow up with eligible candidates.

Mrs J Frankum thanked the State Executive and all volunteers for their help during the past year.

### **C5/18 That the Chairman of Chief Instructors Report be accepted.**

Moved: Mr P Petherbridge      Seconded: Mrs J McRae      (carried)

### **v) State Camp 2018 – Mr W Pernice**

Mr W Pernice said that the 2018 camp was his first and thought that it had gone very well, with all riders enjoying the experience and learning a lot from the wonderful instructors attending. Mr W Pernice asked that members keep an eye out for suitable riders to nominate for State Camp as this year as it was under subscribed and he was sure that there were riders out there who just were not aware of this great opportunity. Mr W Pernice thanked the instructors and the wonderful volunteers who gave up their time to ensure that Camp was so successful.

### **C6/18 That the State Camp report be accepted.**

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

## **6. RATIFICATION**

By Council of appointments of the following to the State Executive Committee:

- Chairman of Chief Instructors – Mrs Jenny Frankum
- Zone Chief Instructors Representative to the Executive – Mrs Elaine Caswell.

### **C7/18 That the Council ratify the appointment of Mrs J Frankum and Mrs E Caswell to the State Executive Committee.**

Moved: Mrs J Alston      Seconded: Mrs K Eyding      (carried)

## **7. ELECTION OF OFFICERS**

Mr W Pernice thanked Ms F Pennell for her service over the past few years and all of the Executive Committee for their hard work during the previous twelve months.

### a) President

### **C8/18 That the nomination from Mr Wayne Pernice for President be accepted un-opposed.**

Moved: Mrs E Caswell      Seconded: Mrs J Alston      (carried)

### b) Vice President x 2 Positions

Three nominations received for the position of Vice President, being from Mr Gary Hamer, Mr Geoff Adams and Ms Julie Morgan. Mr W Pernice said that resumes had been circulated for each of these candidates however he asked that they stand so that the new Council members could put faces to the names.

Mr W Pernice noted that a vote would need to be taken and requested that Ms M Clark and Mrs H Fletcher act as scrutineers. Ballot papers were circulated and collated and the results were for Mr G Hamer and Ms J Morgan

**C9/18 That the nomination from Mr Gary Hamer and Ms Julie Morgan for Vice President be accepted.**

Moved: Mr P Petherbridge    Seconded: Mrs K Wood    (carried)

c) Treasurer

Two nominations received from Mr P Petherbridge and Mrs Carole Hodges for the position of Treasurer. Ballot papers were circulated and collated and the results were for Mr P Petherbridge.

**C10/18 That the nomination from Mr P Petherbridge for Treasurer be accepted.**

Moved: Mr K Felton    Seconded: Mrs K Wood    (carried)

d) Council Representative x 2 Positions

This left three written nominations for the two Council Representative positions received from Mrs Kriss Wood, Mrs Carole Hodges and Mr Geoff Adams for the position of Council Representative. Ballot papers were circulated and collated and the results were clear for Mr G Adams however there was a tie with Mrs K Wood and Mrs C Hodges.

**C11/18 That the nomination from Mr Geoff Adams for Council Representative be accepted.**

Moved: Mrs E Caswell    Seconded: Mrs J Alston    (carried)

A further vote was taken for the remaining position from Mrs K Wood and Mrs C Hodges. Ballot papers were circulated and collated and the results were for Mrs K Wood.

**C12/18 That the nomination from Mrs Kriss Wood for Council Representative be accepted.**

Moved: Mrs E Caswell    Seconded: Mrs J Alston    (carried)

Mr W Pernice thanked Mrs C Hodges for her nomination and encouraged her to re-nominate in 2019 as Mr P Petherbridge has indicated that this would be his final year, Mr W Pernice welcomed the new Executive and once again thanked Ms F Pennell and the rest of the Executive Committee for their work in the past year and confirmed the new Executive Committee as:

President	Mr Wayne Pernice
Vice President	Mr G Hamer
	Mrs J Morgan
Treasurer	Mr P Petherbridge
Chairman of Chief Instructors	Mrs J Frankum
Representative from ZCI Committee	Mrs E Caswell
Council Representative	Mrs K Wood
	Mr G Adams

**C13/18 That the signatories on the accounts be the President – Wayne Pernice, Treasurer – Peter Petherbridge and Executive Officer – Kerren Britton.**

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

## **8. FIXATION OF HONORARIUMS FOR 2018**

**C14/18 That the fixation of Honorariums for 2018 be as follows:**

	2018
President	\$8,000
Chairman of Chief Instructors	\$8,000
Treasurer	\$7,000

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

**10. APPLICATIONS** for venues for 2019 State Championship – to date no applications have been received for venues for 2019 State Championships Mr W Pernice requested that all nominations be submitted for ratification at the July 2018 meetings and noted that if no applications for venues are received the State Executive will allocate as they see fit.

## **11. NOTICES OF MOTION**

### **Zone 3**

#### **Motion 1**

**C15/18 That Section 8.8 be changed to**

“That the use of timepieces in the cross country phase of One Day Events be allowed for D grades and above.”

Moved: Mr G Hamer      Seconded: Mrs C Dobson

Discussion held and some of the feedback was that they felt at D grade was too low a grade for riders to be checking timepieces safely.

**C16/18 That an amendment be made to the motion relating D grades and above with C grades and above so that the motion reads.**

“That the use of timepieces in the cross country phase of One Day Events be allowed for C grades and above.”

Moved: Mr G Hamer      Seconded: Mr P Petherbridge      (carried)

The amendment now becomes the motion.

**C17/18 That Section 8.8 be changed to**

“That the use of timepieces in the cross country phase of One Day Events be allowed for C grades and above.”

Moved: Mr G Hamer      Seconded: Mrs C Dobson      (carried)

## Motion 2

### **C18/18 That Section 8.3 be changed to**

That the age groups/divisions for the 2018 State ODE be as follows.

D Grade 12 and Under 17	C Grade Associate
C Grade 12 and Under 17	B Grade Associate
B Grade 13 and Under 17	A Grade Associate
A Grade 13 and Under 17	Championship Grade Associate

If entries are large enough within grades further divisions may be made by the organising committee.

Moved: Mr G Hamer                      Seconded: Mrs L McRae                      (carried)

## Motion 3

### **C19/18 That the Eventing Advisory Committee consider Article 10 of the Eventing Rules and make recommendation to the next Council Meeting in reference to the awards at the State Championships.**

Moved: Mr G Hamer                      Seconded: Mr P Petherbridge                      (carried)

The change in motion 2 in regard to age groups represents a significant change to the current situation at State Championships. Some discussion from people invested in and involved in the sport should be sought on the matter of the following awards.

#### 10. AWARDS

- a. To tenth place in each age group.
- b. Champion award in each advanced age group.
- c. Zone teams are drawn from all advanced sections only.
- d. Interstate Teams are drawn from all advanced sections only.
- e. Zone Fitness Check Presentation Perpetual Trophy.
- f. 12-15 Novice Rider with a clear cross country round who is closest to optimum time in this age group.

## Motion 4

### **C20/18 That Section 8.47 be changed to read.**

Run out – missing a flag A Horse is considered to have run out if, having been presented at an element or obstacle on the course, it avoids it in such a way that either the head, neck either shoulder of the Horse fail to pass between the extremities of the element or obstacle as flagged. In case the Horse has clearly attempted to jump the element or obstacle and may have missed a flag, the athlete can choose: a) To represent (accepting automatically 20 penalties), or b) To continue on course incurring 50 penalties (no elimination) in case the element or obstacle was not correctly cleared. Note: If the Athlete represents and was clear in his first attempt, the Athlete will not be penalized with 20 penalties but no time will be removed. A Horse will be considered to have cleared the fence when head, neck and both shoulders of the Horse pass between the extremities of the element or obstacles as flagged

Moved: Mr G Hamer                      Seconded: Mr P Petherbridge                      (lost)

## Motion 5

### C21/18 That Free Jump Stirrups are allowed in Jumping Equitation

Moved: Mr G Hamer

Seconded: Mr P Petherbridge

(carried)

## 12. AGENDA ITEMS

- a) Work Health and Safety – Mrs K Britton said that this topic would continue to be an agenda item to ensure that the Association remains compliant however at this stage clubs are compliant with the Code of Practice. Some clubs have already submitted their Safety Checklists for 2018 and she had a report if anyone wanted to check and follow up with their clubs and many more are utilising the option to email in accident reports.

Mrs K Britton said that there were a number of documents available to clubs to help with Work Health & Safety on the website including an updated Hot Weather and Concussion Policies from Pony Club Australia. Clubs and Zones should familiarise themselves with all policies.

Mrs K Britton reminded everyone that only those instructors on the Paid Instructors Panel list were eligible to be paid and of the process for booking those instructors noting that if a club books one of these instructors without sending in the PIP booking form and payment prior to instruction there may be insurance issues for the instruction, as in order for the association to sign off on the instruction we need to have been advised. This ensured that the instructor and all members were covered at all times.

- b) Mrs K Britton said that some of the instructors on the Paid Instructors Panel Working with Children Check registrations would expire this year (Act commenced 2013 registrations valid for 5 years therefore first renewals due 2018) and that she had followed up with these instructors directly and reminded Zones to follow up with any volunteers who may be due to renew.

- c) Dates for 2019

State Camp – 6-11 January

Dressage and Showriding Championships – 19-22 January or 25-28 January

March State Meetings – Executive 24, ZCI 25, AGM and Council 26 March

Sporting, Campdraft and Team Penning Championships – 13-15 April

Jumping Equitation and Showjumping Championships – 6-9 July

July State Meetings – Executive 28, ZCI 29, Council 30 July

Mounted Games and Team Sporting Championships – 28-30 September

One Day Event and Combined Training Championships – To be confirmed

Nationals – 7-13 October

November State Meetings – Executive 24, ZCI 25, Council 26 November

*Note: Easter 19-22 April, Term 1 school holidays 13-29 April, Term 2 school holidays 6-22 July, Term 3 school holidays – 28 September - 13 October*

13. **CLUB NOT FINANCIAL** – list read on the day and Mrs K Britton clarified that although some clubs have registered members on MyPonyClub payment needed to be received in the office to ensure that the club was financial.

## 14. CORRESPONDENCE

1. November PCA newsletter – circulated via email and website and tabled
2. Office of Sport – request for Sector Benchmarking & Organisations Health Research Project update survey – as discussed in President Report

3. SIEC Summer 2017/8 newsletter – tabled
4. Office of Sport – Active Kids guidelines – circulated to clubs via email & website and tabled
5. December PCA newsletter – circulated via email and website and tabled
6. PCA Memo to states 14 December – 2018 International Teams etc. – circulated via email and website and tabled
7. BCS meeting advice - tabled
8. Lydia Hanna – email re PCA Nationals – thanks – circulated via email and tabled
9. Office of Sport Active Kids system update – circulated via email and website and tabled
10. BCS Meeting minutes – tabled
11. Office of Sport Active Kids branding update – circulated via email and website and tabled
12. BCS AGM agenda etc. - tabled
13. Safe Work Australia – Review of the model WHS Laws – circulated via email and tabled
14. Zone 22 – Mollymook likely in recess no response from Zone or State – Mr W Pernice said that he had spoken to Mrs M Marsh and he was going to follow up with the club and report back.
15. Sport NSW – Hall of Champion nomination forms – circulated via email and tabled
16. Hon John Barilaro MP – letter re changes to Regional Sports Infrastructure grant – tabled Mr W Pernice encouraged members to apply for grants for infrastructure.
17. PCA – International Team notifications and tabled Mr W Pernice congratulated the successful riders.
18. Office of Sport – Regional Sporting facilities grants – circulated to clubs and tabled
19. Zone 5 & Coonabarabran – motion to allow risk warnings to online database – read and noted Mr W Pernice said that this would need to be submitted to the July meeting under the current rules.
20. PCA – bulletin to states re Concussion Policy, Child Safe Policy, Data Breach Notification Plan, PCA Awards, NCAS, 2018 National Mounted Games 4-7 October VIC, PCA Officials Committee & PCA AGM – circulated via email and tabled, Mr W Pernice said that all members should be aware of current policies
21. Department of Premier & Cabinet – Regional Infrastructure Funding information sessions – circulated via website & social media and tabled
22. Culcairn/Zone 20 application for Cross Country grant

**C22/18 A Cross Country Grant be approved upon certification by the Course Builder at completion.**

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

23. PCA March Newsletter circulated via website and tabled

## **15. GENERAL BUSINESS**

- Mrs J Frankum requested that those people who had kindly volunteered to be Gear Check Stewards at the Royal please attend on time so that the load could be split and if anyone else was available to please let her know for addition to the list
- Mr W Pernice said that he was still working through the draft Constitution and hoped to be able to present his recommendations to the State Executive at their May meeting for possible discussion at the July Council meeting
- Mrs E Caswell said that the State Executive had been discussing the 2019 Nationals which would be hosted by NSW with the view to having a group of riders participate in a Musical Ride demonstration. Discussion held that riders would need to commit to ongoing training and suggestion that an Expression of Interest be sent out to riders who would like to participate in training and demonstration once ratified by the Nationals Sub-Committee.



- Mrs E Caswell asked if Zones could please follow up with eligible riders for State Camp as the number of nominations this year was down and provided an overview of the suggested timetable for the Sporting section. Mr G Hamer reiterated Mrs E Caswell's request for Zones to target eligible riders for Camp as he felt that in some cases riders were not aware of the opportunity.
- Mr W Rich asked if it was likely that Polocrosse be included as a State Championship in 2019, Mrs J Frankum said that until the numbers attending Zone competitions increased we could not look at holding a state championship and provided an overview of the numbers for the last few championships however encouraged Zones to continue to build numbers

## **16. CLOSE MEETING**

There being no further business Mr W Pernice thanked everyone for their attendance and closed the meeting at 12.50pm.