

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

DATE: TUESDAY 1 DECEMBER 2015

VENUE: THE CATHOLIC CLUB, (PHILLIP ROOM) CAMPBELLTOWN

1. PRESENT:

Chairman	Mrs D Cullen OAM (Zone 4)	Zone 15	Mr P Painter OAM
Zone 2	Apology	Zone 16	Ms K Breitkopf
Zone 3	Apology	Zone 17	Apology
Zone 4	Mrs F Pennell	Zone 18	Apology
Zone 5	Mrs J Alston *	Zone 19	Dr F Kelleher, Mr A Newham
Zone 6	Apology	Zone 20	Mr K Felton
Zone 7	Mr P Logue	Zone 21	Mrs G Habermann
Zone 8	Mrs J Morgan*	Zone 22	Unavailable
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
Zone 11	Mrs M Clark	Zone 25	Mrs S Adams
Zone 12	Mr F Smith	Zone 26	Mr B Gribbin, Mr W Pernice
Zone 13	Ms B Williamson*	Zone 27	Mrs J Waugh, Mrs L McRae
Zone 14	Mrs S Feeney	Zone 28	Mrs E Caswell

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

Mrs D Cullen introduced Mr Mark Bos from Sports Medicine Australia who conducted a presentation on Concussion Education to the members present. At the conclusion of the presentation Mrs D Cullen thanks Mr M Bos and said that the presentation was very informative.

Mrs D Cullen conducted the safety briefing and opened the meeting at 10.20 am.

APOLOGIES: Mrs M Pestell OAM (Zone 2), Mr G Hamer (Zone 3), Mr S McEvoy (Zone 5), Mrs M Tanti (Zone 6), Ms J Gorman (Zone 7), Ms E Bent (Zone 12), Mr G Croft (Zone 13), Mrs K Taylor (Zone 14), Ms N Smith (Zone 16), Mr A Morrall (Zone 17), Mrs S Woodhouse (Zone 18), Ms A Sutcliffe (Zone 20), Mr S McIntyre (Zone 24), Mr J Kay (Zone 27), Mrs P Durant (Zone 28).

C62/15 That the apologies be accepted.

Moved: Mr K Felton

Seconded: Mr P Petherbridge

(carried)

It was announced that there were 30 registered voters, including proxies and excluding latecomers or visitors.

2. MINUTES of Council Meeting held Tuesday 28 July 2015.

3. CONFIRMATION of the above Minutes.

C63/15 That the Minutes of the previous Meeting which an amendment to the date to read 28 July 2015 be adopted.

Moved: Mr F Smith Seconded: Mr P Petherbridge (carried)

4. BUSINESS ARISING out of the above Minutes.

Mrs D Cullen congratulated those members who passed their Jumping Equitation Judges assessment over the weekend and noted that their names would be updated to the association's website as soon as possible.

Mrs D Cullen noted that many of the members present had had the opportunity to provide feedback to the proposed Combined Championships in 2016 during previous meetings and a number of items would come up later in this meeting. Schedules will be sent out prior to Christmas in the December mail out so please tell members to keep an eye on the website for updates. Hard copies of the schedule will be sent to ZCI's and Zone Secretaries.

5. REPORTS

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

C64/15 That the Presidents Report be accepted.

Moved: Mrs D Cullen Seconded: Mrs J Waugh (carried)

Mrs D Cullen congratulated all riders who participated in the 2015 Nationals Championship in South Australia noting that we had 30 riders who attended and all performed very well success for Kirra Hubbard being crowned National Junior Eventing Champion and our Junior Dressage, Junior Eventing and Junior Mounted Games teams being crowned the respective National Champion Teams. Many of our riders gained placings in individual events and teams gained minor placings, please see our website for full details. Mrs D Cullen thanked the Team Managers Mrs J Frankum, Mr G Cullen and Mrs J Hamblin and the Mounted Games Coaches and Manager Mr P Logue, Mr A Newham and Mrs M Newham.

ii) Executive Recommendations

Mrs D Cullen said that Pony Club had been advised that in 2014 the CEN and EU withdrew their EN1384 helmet standard and have replaced it with the VG1 therefore it is recommended that no EN1384 helmets made after 1 January 2016 be allowed at Pony Club and that this standard be replaced by the VG1 standard.

C65/15 That due to the withdrawal of the EN1384 helmet standard Pony Club ratify the replacement standard VG1 and that no EN1384 helmets made after 1 January 2016 be allowed at Pony Club.

Moved: Mr M Syme Seconded: Mrs S Adams (carried)

Junior Mounted Games Squad Selections – due to change of date of the Mounted Games Championships all Junior Mounted Games selections will take place on the 29th and 30 October 2016 with nominations due to the office by the 30th September 2016.

C66/15 That all Junior Mounted Games selections take place on a date to be specified by the Selection Committee each year.

Moved: Mrs J Frankum Seconded: Mr G Temm (carried)

Note: dates for 2016 are 29th and 30 October 2016 with nominations due to the office by the 30th September 2016.

C67/15 That the wording ‘correctly fitted’ be included to all sections relating to riders gear/uniform in Section 7 of the Handbook.

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

C68/15 That it was no longer necessary for the Club Senior Instructor to sign State Championship application forms.

Moved: Mr P Petherbridge Seconded: Dr F Kelleher (lost)

Ratification of Technical Delegates and Assistant Technical Delegates appointments for 2016 State Championships

Championship	TD	Assistant TD	Camp Steward
SP&CD	Peter Petherbridge	Julie Morgan	Fiona Pennell
Mounted Games	Anthony Newham		
Team Penning	Peter Petherbridge	Fiona Pennell	
Team Sporting	Jenny Frankum	Julie Morgan	
Polocrosse	Wayne Mills		
Showjumping	Jenny Frankum		
Showriding	Jenny Frankum		
Jumping Equitation	Elaine Caswell		
Dressage	Kris Wood		

Mrs D Cullen announced the riders selected for State Camp and congratulated them all.

2016 PCA NSW State Camp Selected Riders

Discipline	Zone	Rider Name	Horses Name	Club
DRESSAGE	14	Isabella Wall	Mogendoura Riverside Phoenix	Moruya
DRESSAGE	23	Angela Begg	King Toblerone	Forest Hills
DRESSAGE	26	Tiffany Bignold	Glo-Brook Legend	Glenorie
DRESSAGE	16	Amelia Burton	Foxslow Zdenka	Geary's Gap
DRESSAGE	16	Clare Edsor	Windouran Remembrance	Canberra Lakes
DRESSAGE	19	Claudia Hobson	Robali Renoir	Kurrajong
DRESSAGE	3	Katharine Mills	Gotta Be Black	Bathurst
DRESSAGE	4	Tessa Coddington	Belcam Albata	Dubbo
DRESSAGE	19	Sophie Phillips	Nicholas Byron	Londonderry
SHOWJUMPING	24	Patrick Carraro	Warmblood	Mangrove Mountain
SHOWJUMPING	24	Mitchell Carraro	Bazza Gold	Mangrove Mountain
SHOWJUMPING	23	Niamh Lennon	Ack Kit Kat	Forest Hills
SHOWJUMPING	23	Lucie Aldridge	Comet	Dural
SHOWJUMPING	3	Mimi Tym	Isle of Claringfeld	Wellington

SHOWJUMPING	16	Eleanor Miller	Kaloona Kaydee	Canberra Riding
SHOWJUMPING	8	Jessica Towns	Shakana	Gravesend
SHOWJUMPING	2	Charlie Eason	The Patriot	Young
SHOWJUMPING	24	Kate Johnson	Chiltern's Coat	Mangrove Mountain
SHOWJUMPING	24	Baylee Stapleton	Mr Mungus	Mangrove Mountain
SHOWJUMPING	24	Paige Hepher	Ph Hot Chocolate	Mangrove Mountain
SHOWJUMPING	5	Sophie Hamilton-Smith	Yoni	Quirindi
SHOWJUMPING	4	Savannah Coddington	Irish Clover	Dubbo
EVENTING	5	Jane Thompson	Sexy Legs	Quirindi
EVENTING	3	Lachie Dawes	Sandhills Piper	Orange
EVENTING	3	Caitlin Rosser	Hurricane Bear	Carcoar
EVENTING	16	Brianna Smith	Richazam (Macca)	Gearys Gap
EVENTING	16	Adele Clark	Mumbulla Pearl	Bungedore
EVENTING	21	Sally Groat	WG Jaffa	Griffith
EVENTING	19	Rhiannon Phillips	Ground Assult Cookie	Londonderry
EVENTING	20	Emily Bell	Moxoon	Jingellic
EVENTING	20	Katriya McKinnon	Marlo	Wirlinga
EVENTING	19	Matilda Seppelt	Tsarina	Londonderry
EVENTING	15	Kirrilea Buckley	Windon Star	Cabrita Beach
EVENTING	6	Mikayla Wilkinson	WP Midnight Oil	Rylstone
EVENTING	12	Kirra Hubbard	Rosie's Rocafella	Lake Albert
EVENTING	24	Claudia Fuerschke	Kalbradia Park Montego Bay	Toronto
EVENTING	16	Myfawny Clark	Gmelin Park Sunny	Bungendore
ADVANCED HORSEMANSHIP	28	Jayde Bennett	Hillside Sugar	Shoalhaven
ADVANCED HORSEMANSHIP	23	Ruby Reeves	Wolfgang Amadeus	Forest Hills
ADVANCED HORSEMANSHIP	23	Lucy Bittendorfer	Toppklass Showgirl	Dural
ADVANCED HORSEMANSHIP	16	Josephine McGrath Weber	Kaloona Cherish	Canberra Riding
ADVANCED HORSEMANSHIP	8	Rhiannon Byers	Hotrival	Gravesend
ADVANCED HORSEMANSHIP	12	Keely O'Hare	Spot The Crown	Lake Albert
ADVANCED HORSEMANSHIP	28	Emma Tinslay	Comet	Shoalhaven
MOUNTED GAMES	16	Archie McGrath Weber	Co Co	Canberra Riding
MOUNTED GAMES	19	Sion Suzuki	Groan	Megalong Valley
MOUNTED GAMES	16	Michael Crawley	Cally	Kurrajong
MOUNTED GAMES	23	Elouise Bacon	Toby	Forest Hills
MOUNTED GAMES	23	Ella Pearse	Banborough Amber Rose	Forest Hills
MOUNTED GAMES	23	Benjamin Minness	Hickery Wind Dippey	Forest Hills
MOUNTED GAMES	26	Trent McErlane	Jaffa	The Vines
MOUNTED GAMES	27	Rosie Fanning	Sonic	Braidwood
MOUNTED GAMES	28	Siena Jackson	Polly	Sussex Innlet

MOUNTED GAMES	22	Breanna Geloven	Demi	Woonona
MOUNTED GAMES	19	Jared Newham	El Richos Playgirl	Londonderry
MOUNTED GAMES	23	Max Harkin	Moe	Dural
MOUNTED GAMES	14	Lucinda McKee	Cody	Dural
MOUNTED GAMES	14	Clare Feeney	Hazy	Batemans Bay
MOUNTED GAMES	14	Grace Maguire	Bandit	Batemans Bay
MOUNTED GAMES - RESERVE	23	Ariel Wheeler	Apache	Forest Hills
MOUNTED GAMES - RESERVE	19	Laura McKillop	Coolidowns Playtime	Londonderry

iii) Treasurers Report

C69/15 That the Treasurer Report be accepted.

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

Mrs P Petherbridge said that the increase to the total cash on hand was due to the closure of the association's commercial bills and moving the funds to a cash management account which was now being shown directly on the balance sheet.

iv) Chairman of Chief Instructors Committee – Mrs J Frankum as circulated at the meeting

C70/15 That the Chairman of Chief Instructors Report be accepted.

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

From the Chairman of Chief Instructors Report

Mrs J Frankum provided an update on the recent Nationals Meeting noting that the Coaching Committee are looking at developing NCAS Level II qualifications with an estimated cost of \$20,000 to be allocated for this project. Mrs J Frankum said that any expenditure may impact on the capitation fees paid by states.

PCA NSW have been asked to host the 2016 Coaches Conference and have submitted a proposal for the 20-21st August 2016 with details on what the Coaching Committee want to cover listed in my report.

Mrs J Frankum noted the clarification that the A & H Certificates used the same workbook.

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

Ratification of Chief Gear Steward Appointments

Championship	Chief Gear Steward
SP&CD	Peter Painter
Mounted Games	Elaine Caswell
Team Penning	Peter Painter
Team Sporting	Peter Painter
Polocrosse	Frank Kelleher

C71/15 That riders who participate as a demonstration rider at an NCAS Assessment and riders for at least four (4) hours be given rally day attendance for pony club.

Moved: Dr F Kelleher Seconded: Mr P Petherbridge (carried)

C72/15 That the pass mark for Showjumping Judges assessment be increased to 90%.

Moved: Mr P Petherbridge Seconded: Mr F Smith (carried)

C73/15 That the classes/articles at the 2016 State Showjumping Championship remain the same as 2015.

Saturday Class 1 – AM5 Article 238 2:2
Class 2 – Grand Prix Article 273 3:3:1
Sunday Class 3 – AM5 Article 238 2:2
Class 4 – Accumulator Article 269:1, 2 & 5

Moved: Mr F Smith Seconded: Mr P Petherbridge (carried)

C74/15 That the games for 2016 Mounted Games Championships remain the same.

Balloon Bursting Race	Old Sock Race
Hurdle Race	Five Flag Race
Postman Chase	Rope Race
Sword Race	Pyramid Race
Stepping Stone Race	Tack Shop Race

Moved: Mrs J Frankum Seconded: Mrs J Alston (carried)

C75/15 That the Dressage tests for the 2016 Dressage Championship remain the same.

Under 13 years	1.1 and 1.3
13 to under 15 years	1.3 and 2.1
15 to under 17 years	2.1 and 2.3
Associates	2.3 and 3.1

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

C76/15 That qualifying times to be added for games and teams must qualify for a minimum of five (5) races for the Team Sporting Championship. All riders must compete in a minimum of three races.

Moved: Mrs J Alston Seconded: Mr F Smith (carried)

Qualifying times for games:

3 Mug Race	120sec
Team Flag Race	48sec
Team Bend Race	90sec
5 Flag Race	80sec
Sword Race	120sec
Straight Barrel Race	110sec

Fishing Race	160sec
Balloon Race	110sec

Ages for riders wishing to compete in Team Sporting age groups will be 12 to under 17 and Associate there must be a minimum of five (5) teams in either age group for the championship to run.

Team Penning – Age’s groups for riders wishing to participate in Team Penning will be 13 to under 17 and Associate. All riders must have competed in at least three (3) team penning events in the previous twelve (12) months, venues and dates of these competitions to be included on the rider’s nomination forms.

Riders may only compete in one Zone team, there must be a minimum of five (5) teams in either age group for the championship to run.

Polocrosse – ages groups for riders wishing to participate in Polocrosse will be 12 to under 17 and Associate, there must be a minimum of five (5) teams in either age group for the championship to run.

In the event that minimum numbers are not achieved and the championship is cancelled the day/s dedicated to the championship will be lay day/s.

v) 2015 State Mounted Games Championship – Mr A Newham as circulated and attached.

C77/15 That the State Mounted Games Championship report be accepted.

Moved: Mr A Newham Seconded: Dr F Kelleher (carried)

vi) 2015 State One Day Event Championship report – Mrs J Frankum as circulated and attached

C78/15 That the State One Day Event Championship report be accepted.

Moved: Mrs J Frankum Seconded: Mrs J Alston (carried)

vii) Other Reports - Nil included in President and Chairman of Chief Instructors reports.

7. NOTICES OF MOTION

C79/15 That riders competing in Mounted Games including State Mounted Games be allowed to wear Stockmen Cut Trousers.

Moved: Mr P Logue Seconded: Mrs S Adams (carried)

C80/15 That the following amendments be included in the Blue Handbook – section 7 Gear and Uniform Regulations:

5 Gear (page 4)

Amend:

“h) Dropped nose bands must not be too low on the nose or too tight and should fit firmly.”

To:

“h) Dropped nose bands including Micklem drop nose band, must not be too low on the nose or too tight and should fit firmly. The use of Micklem Competition bridle without the use of the bit clips is permitted for use at Pony Club rally days, dressage, Showjumping and One Day Event competitions.”

5 Gear (page 5)

Amend:

“m) Dropped nose bands, Hanoverian nose bands or any nose band which fits the horse’s curb groove may not be permitted when a curb chain is being used and vice versa.”

To:

“m) Dropped nose bands including Micklem drop nose band, Hanoverian nose bands or any nose band which fits the horse’s curb groove may not be permitted when a curb chain is being used and vice versa.”

10. Dressage Competitions (page 8):

Amend:

“Drop nose band, a cavesson or a Hanoverian nose band must be used with a snaffle bridle.”

To:

“Drop nose band including Micklem drop nose band, a cavesson or a Hanoverian nose band must be used with a snaffle bridle.”

13. One Day Event (page 9):

Amend:

“In dressage tests for eventing or combined training either a cavesson, dropped, crossed or flash nose band must be worn.”

To:

“In dressage tests for eventing or combined training either a cavesson, dropped including Micklem drop nose band, crossed or flash nose band must be worn.”

To amend in the Blue Handbook – section 9 Showjumping Rules:

12 Gear and Uniform Check (page 12)

Add as last paragraph:

“The use of Micklem Competition bridle without the use of the bit clips is permitted for use at all levels of show jumping competitions.”

Moved: Ms K Breitkopf Seconded: Mr B Gribbin (carried)

C81/15 That the minutes for Council meetings record each zones vote on agenda items and clubs are notified of the vote given by their zone delegates.

Moved: Mrs G Habermann Seconded: Mr M Syme (lost)

Mrs G Habermann wanted it noted that she voted for the motion.

C82/15 **That all horses attending state run events are to be Microchipped.**

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

8. AGENDA ITEMS

- a) Work Health and Safety – Mrs K Britton said that Work Health and Safety would continue to be an agenda item to give members an opportunity to discuss any issues that they feel may need to be addressed and that risk management was the corner stone for all pony club activities.
- b) Working with Children Check – Mrs K Britton reminded all that volunteers would need to be registered for WWC checks by the 1st April 2016 and suggested that it was better to organise their registrations sooner rather than later. Full details of the process and exemptions can be found on our website or the Office of Children’s Guardian website, just Google Working with

Children Checks. Clubs and Zones would need to register as 'employers' listing two authorised persons to verify the registration numbers provided to clubs as without verifying the process is not completed.

Discussion held into possible exemptions for volunteers however Mrs K Britton reminded everyone of the unique position that pony club is in compared to other sports i.e. most instructors do not just supervise a group that involves their own child all day and the fact that many clubs and zones hold overnight camps. Mrs K Britton reminded everyone of the best practice ratio of adults to children for supervision of one adult for every six to eight children. Discussion held in regard to no exemptions for volunteers for clubs or zones who hold camps with dormitories. Clubs and zones wanting more information should check the association's website or can organise an Administration Workshop.

9. CORRESPONDENCE

1. SIEC re need \$20million public liability – tabled
2. PCA meeting information and minutes – tabled
3. SafeWork NSW re reforms to statutory insurance schemes in NSW – tabled
4. Sport NSW thank you for support and renewal– tabled
5. ACCC re exclusive dealing notification N98410 lodged by EA– tabled
6. PCA – message from board August 2015– tabled
7. PCA – National database update– tabled
8. PCA – message from board September 2015– tabled
9. Zone 25 – Wallsend New Lambton change of tie colour from red & navy to plain navy.

C83/15 That the changes to Wallsend New Lambton tie be ratified.

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

10. Zone 9 – Support for reformation of Telegraph Point Pony Club – tabled

C84/15 That the meeting ratified the reformation of Telegraph Point Pony Club.

Moved: Mrs K Wood Seconded: Mrs J Frankum (carried)

11. PCA – message from board 5th October 2015 – tabled
12. Zone 5 – foreshadow motion for March 2016 “That Financial Members of Pony Club, who are deemed professional coaches, be able to hold an Instructional position in a voluntary capacity, such as: Club Senior Instructor – Deputy Club Senior Instructor – Zone Chief Instructor – Deputy Zone Chief Instructor”. – tabled to go to AGM.
13. PCA – message from board 12th October 2015– tabled
14. Office of Sport & Recreation – increase of fees at SIEC– tabled
15. PCA – PCV hosting 2016 IMGE and PCANSW hosting PPMG dates to be confirmed – tabled and discussed Mrs D Cullen advised that we were still waiting for confirmation on whether dates were available at SIEC in September and that further information would be provided when available.
16. PCA – message from board 26th October 2015 – tabled
17. Julia Devitt – Report on PCA IMGE– tabled Mrs K Britton advised that the report had been circulated in the last PCA and NSW Newsletters. Mrs J Frankum recommended that a letter of thanks be sent to Julia Devitt for such a comprehensive report.
18. PCA – Nationals Program survey – tabled Mrs K Britton advised that this was the way for members to have their say on how the 2015 Nationals were run.

19. Office of Children’s Guardian – reminder re volunteer phase in and importance of verification – tabled and discussed in Agenda items.
20. Gareth Ward – Recognition statement delivered in parliament for winning Ministers Sport Volunteer Management Award and State Sporting Organisation Award – tabled Mrs D Cullen recommended that the letter be published in the NSW Newsletter
21. PCA – message form board 26th November 2015– tabled

10. GENERAL BUSINESS

- Mrs J Alston said that Coonabarabran Pony Club had been approached by Mat Ryan to conduct a clinic and asked if there was any way to make him an honorary or temporary member of the Paid Instructors Panel. Discussion held with arguments for and against the proposal.

C85/15 That Mat Ryan be approved as a temporary member of the Paid Instructors Panel for a period of three (3) months.

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

Paperwork and fees to be provided as per a normal PIP booking.

- Mr A Newham said that some of the Mounted Games equipment needed to be updated as it is broken and asked for permission to upgrade the equipment. Mrs D Cullen said that it was important that the equipment be updated as it would be used where possible for the Combined Championships.

C86/15 That \$1,500 be allocated to Mr A Newham for the upgrade of the Mounted Games equipment and receipts to be provided to the office for the expenditure.

Moved: Mr P Petherbridge Seconded: Mrs E Caswell (carried)

- Mr P Painter wanted to confirm that gear check for Team Sporting would be in line with the Sporting Championship at the Combined Championships Mrs D Cullen said that all normal pony club rules would apply including gear check.
- Mr G Temm said that he had had a lot of positive feedback about the upcoming Combined Championships and congratulated the meeting for their innovation.

11. CLOSE MEETING

There being no further business Mrs D Cullen wanted to take the time to thank the Executive committee for their support, the office staff and everyone for their help throughout the year and wished everyone a Merry Christmas and a safe and happy New Year and closed the meeting at 11.35am.