

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

DATE: TUESDAY 29 MARCH 2022

VENUE: CAMPBELLTOWN CATHOLIC CLUB, CAMPBELLTOWN

1. OPENING 9.24am

2. CONFIRMATION of “Members” eligible to vote – it was noted that there were 46 votes in person, proxy and via zoom.

Chairman Mrs Belinda Tink (Zone 4)

Zone 2 Mrs Antonia Brown, Mrs Marg Pestell

Zone 3 Mrs Sarah Eyb

Zone 4 Mrs Belinda Tink, Ms Fiona Pennell

Zone 5 Mr Guy Thomas, Mrs Jude Alston

Zone 6 Apology

Zone 7 Mrs Clare Martin, Mr Phillip Logue

Zone 8 Mrs Julie Morgan

Zone 9 Mrs Kriss Wood, Mrs Felicity O’Neil

Zone 10 Mrs Dolour Muller, Mr Eric Hagarty

Zone 11 Mrs Tanya Foster, Mrs Anna Davis

Zone 12 Mrs Barb Wiscombe

Zone 13 Ms Belinda Williamson, Mr Guy Croft

Zone 14 Apology

Zone 15 Apology

Zone 16 Mrs Shauna Haipola

Zone 17 Apology

Zone 18 Mrs Sarah Woodhouse

Zone 19 Mrs Leanne Bell, Mrs Marilyn Currey

Zone 20 Ms Marylou Hodges

Zone 21 Apology

Zone 22 Apology

Zone 23 Mrs Lorraine Carter

Zone 24 Mrs Margrete Erling

Zone 25 Apology

Zone 26

Zone 27 Mrs Loesje McCrae, Mr Grant Coe

Zone 28 Mrs Elaine Caswell, Mrs Paula Durant

Visitors: Ms Alice Rehwinkle (Zone 9 incoming ZCI)

3. APOLOGIES

Mrs Kerry Eyding, Ms Rachel Hodges, Zone 8, Mrs Marcella Makim

4. CONFLICT OF INTEREST - nil

5. MINUTES of the Annual General Meeting held on Tuesday 24 March 2020.

MINUTES - PREVIOUS MEETING 24 MARCH 2020

AGM1/22 That the Minutes of the previous Annual General Meeting of the Pony Club Association of New South Wales Incorporated, held on Tuesday 24 March 2020 be adopted as a true and accurate record.

Moved: Mrs Clare Martin

Second: Mrs Fiona Pennell

CARRIED

6. BUSINESS ARISING

Mrs K Wood raised the affiliation fee/annual subscription of \$50 – to be discussed in section 11.

7. REPORTS

ANNUAL REPORT - MRS BELINDA TINK on behalf of Executive

It has been a crazy year – resignation of the President, massive effects of Covid, majority of the Executive have resigned, lots of changes, looking forward to a new 2022 and putting 2021 behind us.

FINANCIAL REPORT - MRS BELINDA TINK – as per the report circulated and will be on the Associations website.

Many factors to the report, summary – 2021 fees increased, State Camp saw a \$15k loss, State Dressage cancellation saw loss of fixed fees there however would have been larger loss if the event went ahead.

The year saw an increase in training costs with more Regional Schools, Nationals training days and Nationals Hub. Opportunity to save some costs – eg adjusting printing on the ribbons so can be reused if a championship is postponed or cancelled. Appreciative of the Ranvet sponsorship.

Association received a number of grants, Jobkeeper during Covid, Jobsaver, Grass Roots grants to all eligible clubs. Increase in insurance costs, increase in staff while EO on leave.

AGM2/22 That the Financial Report, be adopted.

Moved: Mrs Elaine Caswell

Second: Mrs Felicity O’Neill

CARRIED

8. ELECTION OF AN AUDITOR

ELECTION OF THE AUDITOR

AGM3/22 That the Auditors McCarthy Salkeld be re-appointed as auditors for 2022.

Moved: Ms Fiona Pennell

Second: Mrs Leanne Bell

CARRIED

9. AUTHORISATION OF SIGNATORIES FOR ANNUAL STATEMENT

AGM4/22 That the State President and the State Treasurer be authorised to sign the Annual Statement on behalf of Pony Club Association NSW Inc.

Moved: Mrs Elaine Caswell

Second: Ms Fiona Pennell

CARRIED

10. CONFIRMATION OF PUBLIC OFFICER

AGM5/22 That the President when elected be confirmed as the Public Officer.

Moved: Mrs Clare Martin

Second: Ms Fiona Pennell

CARRIED

11. CLUB ANNUAL SUBSCRIPTION FEES - Fixation for 2023

As per Clause 6.1.2 iv) of the State Constitution and Clause 29.1

- iv) to determine the Annual Subscription for the year to commence on the first day of January in the year following the Annual Meeting; *(but note 29.4 Subscriptions)*

- 29.1 Every Club affiliated with the Association shall pay an annual subscription of such sum as the Association on the first day of January in each year and shall be forwarded with completed Affiliation Forms and such other documents which may be required by the by-laws or rules of the Association to the Secretary of the Association (with a copy to the Zone Secretary) at such times as may be prescribed from time to time by the Executive and notified to Clubs.

- Concern for financial burden of small clubs vs large clubs
- Is this double dipping? Members already pay State Affiliation fee
- With the introduction of JustGo, clubs now have additional fees for JustGo subscription especially for those clubs using the Premium JustGo subscription to enable full access. There is always the option to use external event management programs such as Nominate or Global Entries however membership check not an inclusion with these. JustGo annual fee discussion to be carried over to next meeting for decision on 2023. Zone 9 intend to put in motion for next meeting in July.

12. 2023 DATES

State Camp 8-13th January 2023

Tetrathlon and Formal Gymkhana Championship 3-5 March 2023

ZCI, AGM and Council Meetings 27 - 28 March 2023

Sporting, Campdraft, Team Penning Championships 15 -16 April 2023

One Day Event & Combined Training Championships 6 - 7 May 2023

Jumping Equitation Championship 20-21 May 2023

Showjumping Championship 8 - 9 July 2023

ZCI and Council Meetings 31 July & 1 August 2023

Mounted Games and Team Sporting Championships 17- 18 or 24 – 25 September 2023

Pony Club Australia Nationals 26-30 September 2023 TBC

Showriding Championships 21 – 22 October 2023

Dressage Championships – dates to be confirmed

ZCI and Council Meetings 27-28 November 2023

13. LIFE MEMBERSHIP NOMINATION.

nil

14. NOTIFICATION (in line with Clause 8.2 of the Constitution) of nominated Zone Councillors for 2022 - no list available

15. CLOSE OF MEETING

There being no further business the meeting was closed at 9.58am.

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

Date: 29th March 2022

VENUE: Campbelltown Catholic Club

1. OPENING AND APOLOGIES

As per AGM list.

2. CONFLICT OF INTEREST – none

3. MINUTES of Council Meeting held November 28th, 2021.

4. CONFIRMATION OF ABOVE MINUTES

That the minutes of the previous meeting dated 28th November 2021 be adopted as true and accurate

Moved: Mrs Clare Martin

Seconded: Ms Fiona Pennell

CARRIED

5. BUSINESS ARISING out of the above Minutes (other than referred to elsewhere in the agenda) –

- Update on progress of new instructors scheme, books at printers and Jane gave update at ZCI meeting
- Pony Club Strategic Plan Update – move to next meeting.

6. REPORTS

I. President Reports – Nil received. 2021 President had stepped down

II. Executive Recommendations

a – Ratification of the National Gear Rules.

Queries raised by the floor – why should we adopt? Was there a process and consultation, background needed? Lots of discussion on rules, initially to be for National Championships due to different rules around the country but now relating to all states. Rules need to be corrected so that they are correct when at National level. Zone 13 moved to not ratify gear rules as presented.

Moved: Mrs Felicity O’Neill

Seconded: Mrs Julie Morgan

RULES TO GO BACK TO

EXECUTIVE

b – Ratification of Minimum Medical Service Guidelines

Querying of why – Wording states PCA activities regarding National but then includes rallies. Financially unviable.

Moved to not ratify proposed Minimum Medical Service Guidelines

Moved: Mrs Antonia Brown
RATIFIED

Seconded: Mrs Kriss Wood

MEDICAL GUIDELINES NOT

III. Treasurer’s Report – Mrs Belinda Tink – as circulated at AGM.

IV. Chairman Of Chief Instructors Committee Report – Mrs Sarah Woodhouse – as circulated at ZCI meeting

V. Recommendations From the Zone Chief Instructors Meeting – no recommendations

VI. Junior Committee Report – written by Sharne Haskins– as circulated

VII. PCA NSW Office Update – Mrs Elysha Sargent – as circulated

Elysha Sargent updated movements of the office. Queried on appointment of HR Focus and cost, Mrs Belinda Tink advised \$8000. Just Go having many teething issues however now Office Staff getting a handle on it and more prepared to help members or clubs. State events being capably managed by Executive in interim due to absence of staff however Office is prepared to step in now since changeover period. Encourage clubs or zones to ask for help, some issues with phone system but constantly checking messages.

VIII. State Camp Report – Mrs Sarah Woodhouse – as circulated

Discussion over requirements such as recommendation of vaccination. Explanation of Government Covid requirements changing often. Regular RAT tests and temperature checking was undertaken. Query – how were the instructors selected – organised through the office which will now go back to the Executive and the Chair of ZCI having input. Some coaches very expensive.

IX. State Formal Gymkhana and Tetrathlon TD Reports – Mrs Clare Martin – as circulated

7. RATIFICATION OF CHAIRMAN OF THE ZONE CHIEF INSTRUCTORS AND ZONE CHIEF INSTRUCTORS REPRESENTATIVE

Chairman of Zone Chief Instructors – Mrs Sarah Woodhouse

Zone Chief Instructors Representative to Council – Ms Fiona Pennell

8. ELECTION OF OFFICERS

- i) President – Ms Marylou (Sandra) Hodges
- ii) Vice Presidents – Mrs Clare Martin and Mr Phillip Logue
- iii) Treasurer – Mrs Belinda Tink
- iv) Council Representatives – Mr Guy Thomas and Mrs Hilary Fletcher

9. CONFIRMATION OF BANK SIGNATORIES

Completed in AGM

10. FIXATION OF HONORARIUMS FOR 2022

- i. President \$8000
- ii. Chairman of Chief Instructors \$8000
- iii. Treasurer \$8000

Previously the Treasurer payment had been \$7000. A motion was put forward that all Honorariums should be equal at \$8000.

Moved: Mrs Antonia Brown

Seconded Ms Fiona Pennell

CARRIED

11. APPLICATIONS to host State Championships

Nil received. 2023 dates provided in AGM.

Zone 24 shown interest in hosting State Dressage at Morissett

12. NOTICES OF MOTION

Motion 1

Zone 7 – Sporting Rules

Current Rule:

Section 11 Sporting Rules, Clause 14 Races, Flag Racing.

13. a). At State Championships no horse may be held or accompanied to the starting line or outside assistance given. Penalty for breach of this rule is disqualification.

b). All Clubs and Zones will be deemed to have adopted the above Rule 13(a) for the respective Club or Zone fixtures unless a Club or Zone at a properly convened Club or Zone Committee Meeting resolves to permit mounts of children under 13 or such lesser age the Club or Zone elects, to be held at or

accompanied to the starting line and that in the event of a child under 13 or such lesser age as the Club or Zone Committee elects, dismounting to pick up a Flag or Cask, such child may be assisted to catch his or her mount and remount.

Amend to:

b). That in the event of a child under 13 years of age dismounting to pick up a Flag or Cask, such child may be assisted to catch his or her mount and remount.

Current Rule:

Section 11 Sporting Rules, Clause 14 Races, Three Mug Race - Individual.

10. a. At State Championships no horse may be held or accompanied to the starting line or outside assistance given. Penalty for breach of this rule is disqualification.

b. All Clubs and Zones will be deemed to have adopted the above Rule 10(a) for the respective Club or Zone fixtures unless a Club or Zone at a properly convened Club or Zone Committee Meeting resolves to permit mounts of children under 13 or such lesser age the Club or Zone elects to be held at or accompanied to the start of the race, and that in the event of a child under 13 or such lesser age as the Club or Zone Committee elects, dismounting to pick up a Mug or Pole, such a child may be assisted to catch his or her mount and remount.

Amend to:

b) That in the event of a child under 13 years of age dismounting to pick up a Mug or Pole, such child may be assisted to catch his or her mount and remount.

Rationale:

This is being raised as a safety issue. Younger children often struggle to re-mount their horse without assistance at any time. When you add in the pressure of competing in a sporting event at State Championships this is compounded. In addition to this, horses in the middle of a race are much less likely to stand still while a young child climbs aboard. Holding the horse and assisting the child to remount removes the chances of harm to the child mounting or those in adjoining lanes etc. if the horse takes off

Discussion of floor led to Zone 7 amending the notice of motion and replace the word catch with hold.
New wording to be

10a and 13a to remain unchanged.

Wording for the Zone 7 Motion to be:

10b/13b. At State Championships, in the event of a child under 13 years of age dismounting to pick up a flag or mug, such child may be assisted to remount.

10c/13c. All Clubs and Zones will be deemed to have adopted the above Rule 10/13 (a) and (b) for the respective Club or Zone fixtures unless a Club or Zone at a properly convened Club or Zone Committee Meeting resolves to permit mounts of children under 13 or such lesser age the Club or Zone elects to be held at or accompanied to the start of the race, and that in the event of a child under 13 or such lesser age as the Club or Zone Committee elects, dismounting to pick up a Mug or Pole, such a child may be assisted to remount.

Moved: Mrs Clare Martin

Seconded: Mrs Belinda Williamson

CARRIED

Motion 2

Zone 25

That the "Tech Stirrup Venice" Safety Stirrup be permitted for use in all disciplines across PCA NSW.

Rationale: These stirrups are constructed mainly of aluminium and are a similar design to the acceptable Kwik-Out brand, featuring a levered edge which opens when enough pressure is applied, however the Venice stirrup has an added feature that is enabled by a magnet and a spring where it snaps back into place once the pressure is released, thus making it safer than the Kwik-Out version as the Kwik-Out stirrup does not snap back into place, leaving the stirrup in an "open" state which has the potential to be hooked up on gate ways, show jumps, other competitors etc as a riderless horse runs away.

They are a comparable in weight, at 570gm per stirrup to conventional stainless-steel stirrups of similar

size (516gm) and considerably heavier than Approved Polymer stirrups (190gm). Thus, their ability to leave the foot in an incident is excellent.

Discussion of floor – wish for more information on the design of the stirrup, appeared to be cheese grater style treads and queries on the strength of the magnet. Zone 25 to source more information and bring back to next Council meeting.

13. AGENDA ITEMS

- I. Work Health & Safety – Covered in the Office Report.
- II. Working with Children Check – reminder to all clubs to have WWCC up to date, working on the update to JustGo

14. CLUBS NOT FINANCIAL

- It was noted that Tullamore Club is in recess

15. CORRESPONDENCE

- PCA – circular re Insurance renewal, PCA Nationals, National Gear Rules and Medical Service for PCA activities recommendation
- PCA –Minutes PCA national Safety Committee meeting, 24 November 2021
- PCA Minimum Medical Requirements for Pony Club Activities
- PIP application – Sandy Lucas – completed and ratified by at ZCI meeting
- Zone 24 email and minutes supporting Watagan club application for Cross Country Course upgrade grant – approved
- Motion – Zone 7 – sporting rules
- Motion – Zone 25 – Tech Stirrup Venice Safety Stirrup
- Chairman of Zone Chief Instructors Report
- Email from PCA CEO Catherine Ainsworth, tie for Roger Braham trophy, prizes being posted from Nationals
- Zone 3 motion submission that was not included for March 22 meeting
- Letter from Lorraine Carter/Zone 23 regarding Arcadia PC – resolved as Zone 26 rejected the transfer of the club
- Cross Country Course Assistance Grant Application – Warren – Zone 4 - approved
- Email from Zone 9 regarding removal of \$250 fee in JustGo
- Come and Try – no longer an option due to no personal accident insurance and to be included with full insurance needs approval from PCA and other states. It was to go to a meeting in February however no representation by NSW with the office changeover. Executive to take forward Come and Try and other Insurance issues.

16. GENERAL BUSINESS

- Zone 16 asked if new National Rules for Mounted Games had been ratified. The rules are to go to the Executive and then to the next Council meeting.
- Zone 2 raised that Equestrian Australia is looking to change its cross country heights to 45cm and 65cm rather than 45cm and 60cm. Harden will eventually need to change its course in order to remain financially viable however that will mean differing heights to grading.
- Helmet tags – New tags to be ordered, continue using old dated tags in meantime. Adhesive can cause issues with some with allergies. Executive to look into lamb ear tags
- By-laws – Pony Club NSW commenced a review of By-Laws in August 2020 due to complaints that by-laws and constitutions did not match. Executive is to provide a format to zones so that by-laws can be redone. Some Zones have excellent by-laws and may be able to be adapted by other zones.
- Sydney Royal have been very slow to get information out.

17. NEXT MEETING DATE AND CLOSE MEETING

Being there no further business, the meeting was closed at 12.50pm with the next meeting date set for 26th July 2022.