

EXMOOR PONY SOCIETY

Minutes of the Committee Meeting held on Monday, 4th June 2018 at the RBST Offices, Stoneleigh

Present:

Mr D Brewer (Chairman), Dr S Baker, Mrs S Burger, Mr M Dewhurst, Mrs F Dickson, Mr T Hickman, Mr N Hill, Mrs V Lamb, Mrs J McLaren, Mrs C Phillips and Mr R Taylor.

Mrs S Poulter, Mrs S Mansell (Treasurer) and Mrs S McGeever (Secretary) were also in attendance.

Mr David Brewer opened the meeting at 11.00am and then thanked everyone present for attending the meeting. He welcomed both new and former Trustees to the meeting following their appointment with effect from 2nd May 2018. There was a large agenda to cover and a number of important matters to be discussed and he hoped that the committee would be able to cover the whole agenda at this meeting.

1. Apologies for Absence

Apologies for absence had been received from Mrs G Langdon.

2. Declaration of Interest/Confirmation of Confidentiality

It was noted that should anyone feel that they should declare an interest in any topic being discussed they would do so and that the business carried out during the meeting would remain confidential unless otherwise decided upon during the meeting.

The Chairman advised that it was again of the utmost importance that all members of the committee and those present at the meeting respected the confidentiality of the meeting.

3. Notification of Any Other Business on the agenda

Mrs McGeever advised that there were a number of additional items to bring forward under any other business.

4. Approval of the Minutes of the Meetings held on 26th February and 2nd May 2018

The Minutes of the meetings on 26th February and 2nd May 2018 were approved as an accurate reflection of the discussions that had taken place. The two sets of minutes were duly signed by the Chairman.

It was agreed that the appointments made for the positions of Chair (David Brewer) and Vice-Chairmen (Toby Hickman and Nigel Hill) would be ratified at this meeting.

It was further agreed that the committee meeting held at the AGM would always take place following the closure of all proceedings taking place that day.

5. Matters Arising (*Major items have been given their own agenda item.*)

Sweet Itch Project

This project was ongoing and it was understood that some of the samples had been transferred to Nottingham to form part of the Genome Project.

6. AGM

It was agreed that the revised format for the day had worked well and would continue.

It was further agreed that it was important to maintain numbers at the stallion parade and travel grants would be re-introduced. It was felt that colts 3 years of age and under could enter the youngstock section irrespective of whether they were going to be put forward for their stallion licence.

It was agreed that financial and administrative matters raised by members prior to the AGM had been satisfactorily answered by the Treasurer and Secretary.

The new Articles of Association had been lodged at Companies House and the Charity Commission.

A review of Trustee training would be undertaken and all Trustees received notifications to changes in Charity Commission guidelines.

The committee considered a question which was raised at the AGM regarding the introduction of a Supplementary Register. It was noted that no proposal had been received from those tasked with writing and submitting the proposal to the Trustees - without such a proposal no further action could be taken.

7. Inspections

Inspectors Guidelines - It was agreed that the inspector guidelines as written would be accepted with a small change of wording to reflect that foals should be seen with their dam whenever possible.

Two Trustees undertook to produce a questionnaire that would go out to all inspectors regarding the new breed standard and its impact on the inspection process, the new guidelines and whether or not regional meetings would be beneficial.

DNA parentage verification – It was noted that both AHT and Weatherby's remit was to parentage verify the samples sent it by the Society – it was not their remit to identify the sire and dam of a pony when the information provided by the breeder was either erroneous or absent.

Further information had been added to the microchip paperwork to try to lessen the number of incomplete forms received.

8. Genome Project

The Project Officer advised that there had been no further reports on the progress of the project other than it was hoped that the first results would be available in August.

Additional finance would be required to take the project beyond the first report stage.

9. Reports

Secretary's Report

The Secretary's report to the Trustees was taken as read and work was ongoing with regard to DEFRA legislation, Zootech legislation and the Central Equine Database.

All necessary filings to Companies House and the Charity Commission had been completed.

The response from members with regard to the Spring Newsletter had been very positive and a further report would be considered under any other business.

A census would be sent out to all owners and this would include a request for owners to opt in to receiving information about the ponies.

The Summer Newsletter would also contain a request to members to opt in to receiving fund raising information (200 Club) etc from the Society.

Finance

Legacy: The Treasurer reported that work to invest the legacy was ongoing. A total sum of £300,000 would be invested with £40,000 remaining in the business reserve account. Trustees were considering purposes to which the legacy could be used to further the aims and objectives of the charity.

Prior to a vote on the proposal that a sum of £90,000 should be allocated to Glasgow University for a student to undertake a PhD on Exmoor ponies and their role in conservation grazing commencing September 2019, the Chairman indicated that the decision did not have made at this meeting. The Trustees felt it was important to put the legacy to good use and felt the PhD could prove to be extremely valuable to the Society and voted to agree the expenditure.

Donations: All donations over £10 were currently designated to Special Projects. Donations could be used to further the aims and objectives of the charity and for fundraising. It was agreed a sum of money would be set aside to re-print the Pony Map and produce Herd Boards.

General Finance: The Trustees would take advice from the Charity Commission regarding the definition of trading activities given that income from DNA parentage testing was a requirement of registering a pony and a passport was a legal requirement for equine owners.

Membership: It was noted that a number of members had not renewed their subscriptions and a further renewal notification would be sent by the most economical means.

It was agreed that Associate Membership would be changed to Supporter in order to encourage those who did not have a direct interest in the breed to support the Society's work to conserve the rare breed Exmoor pony.

Gift Aid: The Treasurer undertook to revisit the possible use of Gift Aid with respect to membership subscriptions and donations.

Breed Show Secretary

The Breed Show Secretary advised that the 2016 monies had been paid to the Society from Exford Show. A change to the schedule would be made to ensure that owners were aware that stallions must wear a bridle tag.

Show Catalogues would be produced by the Society.

Show Secretary

The Show Secretary reported that all shows had received their allocation of rosettes and that all winners of the Pony of the Year qualifiers had been posted up on the facebook page.

Honorariums

It was noted that the Treasurer had not received a rise in Honorarium since 2005 and remained at £2000.

During this same period, the Secretary's Honorarium had been raised in 2017 to a figure of £12,270 to include the provision of the Society's offices.

10. GDPR

The Society currently published a Policy Notice relating to its activities as a Passport Issuing Office and membership charity and a Policy Notice relating to shows.

An extended Policy Notice relating to all activities was approved at the meeting.

A Policy Agreement between the Society and its officers/volunteers who handled personal data was also approved at the meeting and would be circulated to those concerned.

The website and a number of forms had been updated to carry information relating to GDPR.

A review of timescales for the storage of data would be carried out bearing in mind the legal requirements relating to a company limited by guarantee and the historic nature of many of the Society's documents relating to the studbook.

The Secretary would investigate the cost of scanning all such documents to provide a secure, computerised library. The Trustees noted that this would be a significant undertaking.

11. Area Representatives

The appointment of a new Area Representative for the Midlands was ratified.

An email pertaining to the appointment of Area Reps was, given the size of the agenda, moved to the September meeting.

12. Appointment of Judges

Breed Show

In hand – Mrs A Hill

Geldings – Mrs J Webber

Ridden – Mrs F Dickson

Reserve – Mrs A Western

Pony of the Year – Mrs H Sykes

13. Young Judge's Competition

It was noted the semi-finals were in hand and that the final would take place at the Breed Show.

14. Show Rules Sub-Committee

Given the decision of the membership to reject the change to the showing rules, the sub-committee agreed to re-visit the wording and report back to the committee.

It was agreed that the revised Showing and Competition Guidelines would be published on the website.

15. Website/Facebook

The website and facebook pages remained works in progress with updates and posts being undertaken as and when necessary.

It was felt that a separate tab for all downloadable forms relating to pony ownership, pony registration, membership etc should be set up.

16. Exmoor Pony Festival Trust

The schedule for the 2018 Exmoor Pony Festival Trust had been completed and flyers and brochures were being distributed.

17. Centenary Plans

Given that the chair of working group Mrs April Westcott was no longer on the committee having finished her four year tenure, it was felt that a line of communication should be put in place to keep the Trustees updated.

18. Any Other Business

Requests from members and owners

A number of requests had been received from members and owners regarding registration of ponies, information on the ponies for publications and area representatives. Each had been discussed by the Trustees and the decisions conveyed to the individuals involved.

Dates of next meetings

10 th September 2018	Exmoor
3 rd December 2018	Stoneleigh
25 th February 2019	Exmoor
1 st May 2019	AGM
3 rd June 2019	Stoneleigh

Mr Brewer closed the meeting at 4.45pm.