

THE WELSH PONY AND COB SOCIETY
CYMDEITHAS Y MERLOD A'R COBIAU CYMREIG

Minutes of the Council meeting held at 10.00 am on Monday 8 June 2015
at Bronaeron, Felinfach, Lampeter, SA48 8AG

Present: Tom Hughes (Chair), Ann Bigley, David Blair, Elgan Evans, Stewart Franklin, Betty French (President-Elect), Ed Gummery, Dai Harris (President), Angela Kember, John Kirk (Vice-Chair), Dania Leyson, Peter Morgan, Jeff Parry, David Roberts, Colin Thomas, Gilly Thomson

Apologies: Jo Sheil-Morgan

In Attendance: Andrew Johnstone (Secretary)

Minute Taker: Jayne Willis (PA)

Welcome & Apologies

A minute's silence was held in respect of R Salter of the Craydon Stud and all members recently departed.

Action Points

9454 a) MINUTES OF THE COUNCIL STRATEGY MEETING HELD ON 20 APRIL 2015

It was proposed by Ann Bigley, seconded by John Kirk that the minutes be accepted as a true record of the meeting. All in favour.

Matters Arising

p.2, 7th para – The Secretary updated Council on progress to date regarding a second minute taker – ongoing via HR.

b) MINUTES OF THE COUNCIL MEETING HELD ON 7 MAY 2015

It was agreed that the minutes be accepted as a true record of the meeting subject to the following corrections.

9392 p.3 a) last paragraph – It was noted that David Blair and Angela Kember returned to the meeting.

9395 p.4 iii) "Assistant" to be replaced with "*Team*."

9398 Correspondence a) Brightwells letter – Delete "*Abstentions: Ann Bigley*."

9400 b) ii) Contact with/use of Social Media – "*BBC Wales*" should read "*Media*."

Discussion ensued regarding a complaint previously received in the office and **it was proposed by Ann Bigley, seconded by Jeff Parry that a panel of three Investigating Officers and the Secretary meet within the next seven days.**

AJ to action

Mrs Bigley wished it recorded that the correct procedure was not followed.

Matters Arising

p.7 AOB a) Trouble at AGM 28 March 2015 – No written complaint received as yet following the trouble at the AGM 10 weeks ago.

p.7 AOB b) Letter from Mrs S A Harries – It was noted that Mrs Harries said she had not received a reply to her letter.

p.7 AOB c) DNA Testing of Maiden Mares - It was noted that Mr I J R Lloyd and Miss D Chambers said they had not received replies to their letters.

p.8 AOB c) Press Release: DNA Testing of Maiden Mares – It was agreed that this be placed in a future publication.

AJ future action

10.50 am Andrew Johnstone & Jayne Willis left the room, returning at 11.10am

The Chair chose an opportunity to discuss confidential matters with Trustees only. Ann Bigley noted bullet points.

Minutes recorded in agenda order

11.45 am David Blair & Angela Kember left the room, returning at 11.55am

b) i) CONFIDENTIAL MINUTES - 7 MAY 2015 (DB)

It was proposed by Gilly Thomson, seconded by John Kirk that the minutes be accepted as a true record of the meeting. All in favour.

9455 CHAIR OF COUNCIL UPDATE - None

9456 SECRETARY'S UPDATE

a) **Video** – The Secretary reported that he had a very positive meeting with Amanda Harries regarding the proposed video. It could cost from £4,000 - £5,000 with £700 for editing, and will probably need updating in two years' time. It will include interviews with young people and be aimed at those between the ages of 6-16. If approved Ms Harries will tape footage over the summer.

Following a discussion it was proposed by Ann Bigley, seconded by John Kirk that Council approves a spend of up to £5,000. All in favour.

AJ to action

b) **Digitising of Archive Material** – In addition to the paper archive, interviews with breeders were proposed by Mr Johnstone, the cost would be approximately £1,000 for editing only, with general agreement round the table.

AJ to action

c) **Media Relations Policy** – The policy will be drawn up in-line with other organisations, and will tie in with the proposed Editorial Team, and form an important part of the recruitment process.

To Promotions and July Council

- d) **Legal Documents** - Discussion ensued regarding the option of cataloguing and archiving the Society's legal documents.

It was proposed by John Kirk, seconded by Angela Kember, that the Society proceeds to catalogue and archive its legal documents via Geldard's solicitors, upon receipt of an official quote of £30 + VAT per month. All in favour.

AJ to action

- e) **Staff Pensions** – The Society has legal duties regarding the new pension laws and should nominate someone to carry them out.

It was proposed by Elgan Evans, seconded by Ann Bigley, that the Secretary represents the Society in its duties relating to the new pension laws.

AJ to action

9457 REPORTS FROM THE STANDING COMMITTEES

a) Education & Welfare – 18 May 2015

- **Young Ambassador / Young Ambassador-Elect** - To be invited to future meetings. Concerns were raised, and it was noted that they would only attend at either the beginning or end of the meeting to discuss elements relevant to them. Committee to look at Charity Commission guidelines regarding volunteers.
- **Gelding Days** – Issues were raised regarding animals travelling after being gelded, and it was agreed that Dania Leyson would speak to a local Vet for clarification and report back to the committee.

E&W to action

DL to action

b) Judging & Showing – 18 May 2015

- **Judges' Conference, 31 October 2015** – Stoneleigh has been booked to hold the conference, with approximately 220 in attendance. It was noted that the Young Ambassador could submit a paper to be enclosed in the mailing pack, rather than attend the conference.

Members Services to action

c) Members Services – 18 May 2015

- **WCVA Funding** - A meeting with two representatives from the WCVA has been arranged for 10.00 am on Monday 22 June 2015 at Bronaeron with Andrew Johnstone, Colin Thomas and Ceri Bevan (BBNPA).
- **Young Ambassador 2015-2016** - Gareth Watkins will be mentored by Angela Kember. Mrs Bigley asked if there was a job description for the role of mentor, noting that it should go back to Council. **Office note:** *There is no job description for mentor, nothing produced last year when John Kirk mentored.*
- **DBS Checks** – It was noted that all Trustees, the Young Ambassador, certain office staff and those mentoring, should be DBS checked as a precautionary measure. This would cost £55 and can be done electronically. The Criminal Records

Office to action

Bureau (CRB) and the Independent Safeguarding Authority (ISA) recently merged to become the Disclosure and Barring Service (DBS).

**Members Services/
AJ to action**

- **Exhibition Unit –**

Following a discussion it was proposed by Ann Bigley, seconded by Jeff Parry that David Roberts, John Kirk and Elgan Evans liaise with Niki Brewer, Exhibition Unit Manager, to provide a complete breakdown of all costs (fuel, expenses, overtime, TOIL etc) associated with the unit over the past 12 months; to include the cost of required repairs, and to report back to the next Promotions committee meeting on 13 July followed by Council on 10 August 2015. All in favour.

**CH, NB,
DWR, JK, & EE
to action**

Stewart Franklin to provide a list of required costs for Chris Hodgson to work from, copying in David Roberts, John Kirk, Elgan Evans and Andrew Johnstone.

SFF to action

- **Terms of Reference** - It was noted that there is a duplication within the terms of reference for both the Members Services and Promotions committees – “Agreeing the strategy for the exhibition unit and recommending to Council, on an annual basis, a list of educational events and promotional shows/exhibitions/equine events that the unit should attend.”

12.30 pm The President, Dai Harris, left the meeting

d) Promotions – 18 May 2015

- **New Breed Leaflet** – Draft copies of the redesigned leaflet had been circulated to Trustees. Peter Morgan noted the leaflet’s intention to showcase the quality and usage of the breed as the way forward. John Kirk commended the Promotions Committee on the work involved, noting that it is exactly what is needed.

It was proposed by Peter Morgan, seconded by Elgan Evans that the office proceeds to send the draft to print, subject to any corrections. All in favour.

BJ to action

- **HOYS Itinerary 2015** – Copies were tabled, and Trustees were asked to reply direct to Gilly Thomson noting their availability to attend.
- **Journal & Magazine p.3 9439** – Discussion ensued regarding an Editorial Team to produce future Journals. The Secretary confirmed that recruitment advertisements are in hand, and an article will be placed in the October magazine.

AJ to action

e) Finance & HR – 19 May 2015

- **9447 p.1 matters arising HPIS** – Meeting to be arranged with Aberystwyth University and the Secretary regarding the next grant payment.

AJ to action

- **9448 p.2 a) Balance Sheet** – The Secretary reported that Mrs C Hughes of Barclays Bank will be attending a meeting at Bronaeron in the next couple of weeks, at which bank charges will be discussed and how to manage sums over the protected £85,000 limit. Stewart Franklin added that options for a low interest loan for the Pavilion will also be discussed.

AJ to action

9458 REPRESENTATIVES REPORTS FROM OTHER SOCIETY MEETINGS

None on this occasion.

9459 SOCIETY OFFICER INTERVIEWS

It was reported that the Charity Commission did not specify a time line for re-advertising honorary officer positions, but suggests it is down to each charity's articles.

9460 SOCIAL MEDIA POLICY

Copies of the NPS policy were tabled, which was originally taken from the BSPS rules with their kind permission.

It was proposed by Angela Kember, seconded by Stewart Franklin, that the Secretary contacts the BSPS for permission for the WPCS to adopt the same policy, which should be added to the Complaints & Disciplinary Policy. All in favour.

AJ to action

9461 CORRESPONDENCE

a) Miss A Richards, Young Achiever

Anna Richards had written to thank Council for choosing her as this year's Young Achiever, for their support, and the certificate and Glyncoch Trophy. It was noted that Miss Richards had now started a young people's group in her area, and is on the South West Area Association committee. Mrs Bigley wished to record how nice it is to receive a letter from a young person.

Office to reply

b) WPCV Holland

i) Report of WPCV & WPCS Meeting of 17 April – It was noted that the issues within the report are mainly administrative, with specific note taken of the following points from WPCV, with the response from the office:

Point 2 –

WPCV suggest a working party be put in place to include one WPCS Council member, WPCV representatives, the Society's Secretary and representatives from other approved daughter societies. Following Council's selection of the Harmonisation Working Group, WPCS to inform WPCV of the names on the working group and arrange a meeting, preferably prior to the Royal Welsh.

Agreed a working party in principle but must have a clear agenda for meeting; communication issues need addressing; and both organisations need to identify respective needs.

It was proposed by Angela Kember, seconded by Ed Gummery, to proceed to set-up a working party to address the above issues at the forthcoming International meetings at the Royal Welsh on 20 July 2015 and at the International Show in Denmark on 7 August 2015. All in favour.

DB to action

Point 4 –

WPCV asked if a logo could be used for approved daughter societies.

Agreed in principle. Discussion required to formulate an acceptable logo.

It was agreed that the draft logo, previously supplied by Bethan Jones, should be tabled at the Royal Welsh International Meeting on 20 July 2015 for further discussion.

Office to action

Point 7 -

WPCV suggested the articles should be amended to include a section relating to daughter societies.

They were informed that this would involve the Society's solicitors and an amendment to the articles.

Discussion ensued and it was agreed that any Overseas Association that becomes a daughter society of the WPCS, automatically conforms to all the Society's obligations and rules and there is no need to have a separate section in the articles. Secretary to confirm with Geldards.

AJ to action

Stewart Franklin reported that he had received a phone call from the Netherlands regarding WPCV's Daughter Society status, an issue with the other Dutch Society, NWPCS, and the European Court.

ii) WPCV Holland letter – 18 May 2015

WPCV had written noting the increased workload incurred by the office as a result of their Daughter Society application and offered to make a contribution in the way of a fee per year, and a fee per member per year. *Not addressed on the day.*

Additional International Meeting - It was confirmed that the next International Meeting would take place at the Royal Welsh International Pavilion at 6.30 pm on Monday 20 July 2015 followed by the meeting at the International Show in Denmark on Friday 7 August 2015.

c) Brecon Beacons National Park Meeting Report / HPIS Funding 11 May 2015

Colin Thomas spoke to the report and noted that a meeting should be set up with Aberystwyth University and the Secretary to discuss the next stage of funding payments.

AJ to action

d) Beverley Price, Registration

Miss Price, a non-member, had emailed to note her dissatisfaction following telephone conversations with the office regarding the registration of a foal, and the alleged statements made by staff. She had been informed that the animal could be registered upon receipt of the correct paperwork and fees. In accordance with the Society's

regulations the foal would be registered in Section X, as the Stallion did not hold a licence, and a pure bred equine cannot be registered as a Welsh part-bred.

Discussion ensued and it was agreed that the Secretary listens to the recording of the telephone conversations, and reports back to Council.

AJ to action

e) XXXX

9462 ENROLMENT OF NEW MEMBERS & RENEWAL OF MEMBERSHIPS

It was proposed by Peter Morgan, seconded by Jeff Parry, that Council accepts the applications and renewal of memberships. All in favour.

Members accepted

9463

a) XXXX

b) **WPCS Website** – Ann Bigley noted that the Society’s website needed updating, i.e., replacing the 2014 Strategy with the new one, and the office should go through it, removing older items. The minutes section needs updating and the summaries of the meetings added.

Office to action

c) XXXX

d) **WPCS Pavilion** – Copies of the latest plans for the new pavilion were tabled.

e) **Pennal Stud** - The Avon & Borders Area Association will be visiting the Pennal Stud on Sunday 20 September 2015, and the President invited Council to attend if they are available.

Next Meeting:

i) A short Council meeting will take place on Monday 13 July 2015

ii) The next full Council meeting will take place on Monday 10 August 2015.

With no further business the Chair closed the meeting at 4.10 p.m.

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