



# MINUTES

Held at PCAV Head Office "Irving House" 12 Warleigh Grove North  
Brighton,  
on Tuesday 10<sup>th</sup> July 2001 at 10.00am.



Print this!

Attachments:-

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## 1. OPEN MEETING

10.15am

## 2. PRESENT

President – Stephen Coffey, VPres – Cheryl White, VPres – Jan Faulkner, Treasurer – Ian Wardell, EO – Jacquie Anderton, OA – Suanne Fitzgerald, BZ – Phillip Cobbledick, CZ – Glenda Perry, EGZ – Marion Dawson, MZ – Kaye Blanchard, NZ – Fiona Mathieson, NEZ – Jess Hull, NMZ – Neil Clinton, SMZ – John Barlee, WZ – Peter Square

## 3. APOLOGIES

WGZ – Chris Morris, NMZ - Wendy Olenick

## 4. CONFIRMATION OF THE MINUTES (17<sup>th</sup> April 2001 minutes)

**Moved that the minutes be accepted as a true and accurate account of the meeting held on Tuesday 17<sup>th</sup> April 2001.**

NEZ – Jess Hull/NZ – Fiona Mathieson **CARRIED**

## 5. BUSINESS ARISING FROM THE MINUTES

### a. Venue for PCAV Equipment Storage (Ian Wardell)

It was reported that both Officer PC and Bacchus Marsh PC had expressed interest in having the PCAV equipment storage shed on their grounds. It was decided that Bacchus Marsh was the best location for this shed to reside. Quotes were being obtained and would be reported at the September meeting. Council thanked Officer PC for their offer.

### b. PC Badge Safety & Quality Issues – Notice of Motion (Zones)

No decisions were made regarding the safety issue of wearing a badge while riding. It was requested that the Executive should investigate a badge producer who was believed to make clips of a higher quality to enhance safety.

**Moved that the Executive further investigate badge safety and quality issue and report back to Council with a recommendation in November.**

BZ – Phillip Cobbledick/SMZ – John Barlee **CARRIED**

### c. Rejoining members – Definition Issue (Zones)

The Councillors were asked to discuss this issue at Zone Level and make recommendations to the Council regarding this issue. A consensus was not reached; therefore the issue was again referred to the Executive. The Executive

was asked to review their recommendation and return with another recommendation at the September Council meeting.

d. Guidelines for Interstate Competitions – Jess Hull

The issue of individuals competing at Interstate Competitions had been addressed by Jess Hull who created a set of guidelines to formalise the method of endorsing and sending individual competitors to Interstate Competitions. The Council decided that the Executive should in conjunction with those guidelines create a policy for individuals competing at Interstate Competitions. The policy would deal with Victorians competing in other State's events that required them to compete in the Victorian State uniform and with Interstate Competitors who wished to compete in our State Championships. Once the policy had been endorsed it was suggested that other State Associations should receive our policy so that they were aware of our expectations.

e. Horsemastership books reprint

It was reported that the books were expected to arrive in the next three (3) weeks.

**NOTE: These books were received on the 16<sup>th</sup> July 2001.**

f. Dressage & Showjumping State Championships – Jumping Equitation

Clare Lewin reported that the CIP Panel had discussed whether Jumping Equitation was serving the purpose for which it was introduced. At the April Council meeting the Councillors were asked to consider this issue at Zone Level. Midland Zone and Northern Zone both felt Jumping Equitation had a place at the State Championships. All other Zones excepting for East Gippsland Zone who had not had the opportunity to discuss the issue felt that Jumping Equitation was not fulfilling its purpose and therefore should no longer be an event at the State Championships.

**It was moved that Jumping Equitation no longer be on the program for the State Dressage and Showjumping Championships.**

NEZ – Jess Hull/NMZ – Neil Clinton **CARRIED**

Due to the removal of Jumping Equitation from the State Championships North Eastern Zone presented the program they wished to run at the State Dressage and Showjumping Championships 2002 subject to the adoption and ratification of the November 2000 EFA Showjumping rule changes.

The program presented was:

Event 1 – Table A2 (Article 238 A2) (One round stakes)

Event 2 – Two Round Championship Table A (Article 283.3)

Event 3 – Top Score Competition (Article 280)

**Moved that the program as presented by North Eastern Zone be adopted for use at the State Showjumping and Dressage Championships 2002 and reviewed in May 2002 to ascertain its effectiveness.**

BZ – Phillip Cobbledick/VPres – Cheryl White **CARRIED**

North Eastern Zone also requested that PCAV adopt and ratify the November 2000 EFA Showjumping rule changes effective immediately.

**Moved that PCAV adopt and ratify the November 2000 EFA Showjumping rule changes effective immediately.**

NEZ – Jess Hull/CZ – Glenda Perry **CARRIED**

It was noted that the scoring and weight would remain the same (World Cup Scoring, ie: the 2 round championships scores to be multiplied by 1.5). It was requested that the above Articles be included in the program for the State Showjumping and Dressage Championships 2002.

## 6. TREASURER'S REPORT

Ian Wardell presented the budget for 2001-2002 and requested comments and suggestions. It was noted that insurance had increased for the period of 2001-2002 but this increase would be covered by PCAV for the 2001-2002 year. It was foreseeable that due to this increase membership would in turn increase for the 2002-2003 Pony Club year. Ian again requested instructional budgets from the Zones as he had not received any. He stated that these budgets should be an estimate of costs incurred by running Zone instructional clinics for the 2001-2002 financial year. These estimates/budgets of the costs would be used to estimate the level of financial support to the Zones. Acceptance of the budget was deferred pending the receipt of zone estimates.

**Moved that the Treasurers report be accepted.**

NEZ – Jess Hull/WZ – Peter Square **CARRIED**

## 7. CORRESPONDENCE

Refer to attached correspondence table for all actions and minute references.

## 8. PRESIDENT'S REPORT

Stephen Coffey reported that since the last Council meeting the State Horse Trials and State Mounted Games, Flat Teams and Musical Ride Championships had been run and both were a great success. Congratulation was offered to the organising parties of both events. Stephen reported that he and Jacquie Anderton had attended a meeting with Value Edge to discuss the governance issue. The next step would be to start looking at PCAV as an organisation, to ascertain its current position and future directions. Rigby Cook would facilitate this next step in the form of a workshop to be conducted at the Annual Conference on the 5<sup>th</sup> August 2001. It was reported that the developers of the shop next door to PCAV had been contacted to see if PCAV could benefit from their construction. The developers advised that they were unable to help because of limitations on parking space.

## 9. COACHING DIRECTOR'S REPORT

Clare Lewin reported that the Brian Schrapel clinic had been conducted on the 19<sup>th</sup> & 20<sup>th</sup> May 2001 at Clonbianane and was a successful event. The NCAS Clinic to be run at Ringwood on the 14<sup>th</sup> & 15<sup>th</sup> July with the second weekend to be run on the 24<sup>th</sup> & 25<sup>th</sup> November had 21 participants. Clare reported that she was quite happy to run Level 1 Clinics further from the city as long as a good turn out could be guaranteed. It was reported that the CIP Panel had met on the 16<sup>th</sup> June 2001. They had discussed that the gear check process needed to be addressed at both Club and State level. Clare noted that riders should be informed at gear check that equipment was not acceptable and how they could fix it. If riders were informed then this may decrease the number of riders who are using inappropriate gear at Club, Zone and State Level. It was stated that the Gear Checkers Guidelines had an **error on page three (3) "Whips – must have flap cut open. They may have handle loops"**. This gear checking guideline had been deleted from the list. Jacquie Anderton stated that the PCAV State Office was happy to replace the

incorrect page with the correct page. Anyone who had purchased the Gear Checkers Guidelines with the error on them should return the incorrect page to the PCAV State Office, with return address details, and a new page would be sent. Clare stated that Judy Francis had resigned as Chief Instructor of South Metropolitan Zone with Sally Francis taking over the position. The Council expressed their sincere thanks to Judy Francis for her work and dedication. The CIP Panel was working on an exemption rule for those with disabilities. The issue of fees paid to examiners was raised with regard to who set this fee. It was stated that the CIP Panel had always set the examiner fees. The Councillors discussed the advantages and disadvantages of this system. Ian Wardell proposed that the Zones should set examiner fees for "C", "B" & "K" certificates because the Zone pays all the costs for these tests.

**Moved that the Zones fees paid to examiners for conducting the "C", "B" & "K" certificates.**

Treasurer – Ian Wardell/NEZ – Jess Hull **DEFEATED**

It was suggested that the CIP Panel should make a recommendation to Council at the November meeting regarding the fees for completing certificates but it was then felt that this would simply increase the time in making this decision. Examiner fees for each of the certificates were discussed. Ian suggested that the fee should be set at State Level and all fees paid to the State Office, Zones and Examiners would then be reimbursed costs by PCAV. Zones felt that this was not the best method.

**Moved that fees paid to examiner be set at \$75.00 for "A" & "H" and \$30.00 for "B", "K" & "C" with "C" having a maximum of 8 candidates.**

MZ – Kaye Blanchard/CZ – Glenda Perry **CARRIED**

**Moved that the Zones set the candidates fees for sitting the "C", "B" & "K" certificate examinations.**

SMZ – John Barlee/MZ – Kaye Blanchard **CARRIED**

## **10. EXECUTIVE OFFICER'S REPORT**

Jacque Anderton reported that the Speed to Safety program was gathering momentum. Jacque had been in contact with Andrea Beveridge from the VRC who held the position of Track Training Officer. Andrea felt that the program was extremely good and that it complimented her role at the VRC. Jacque stated that if there were Zones who were interested in participating but were having trouble getting started that they should contact the PCAV State Office. It was stated that the day at Flemington Racecourse would involve riders going one at a time down the racecourse therefore reducing the possibility of riders being injured. Jacque reported that both Sport and Recreation Victoria and Vic Health who sponsor many of PCAV's programs required numbers regarding participation and other information to see how their support was being utilised. To assist with these requirements PCAV State Office would design forms to formalise reporting. These forms would be integrated into existing practises therefore not increasing volunteer workloads. With regard to funding received by Vic Health to assist in making our Organisation more Sun Smart and Smokefree, it was reported that incentives would be offered to Clubs to encourage them to actively implement PCAV's Sun Smart and Smokefree Policies. The incentives had yet to be outlined by PCAV. A form to be completed by all Club Officials and instructors regarding GST information, Screen Testing permissions and other issues will be developed and circulated to Clubs to assist with formalising responsibilities and

legal obligations assumed with these positions. Jacquie reported that PCAV had received two nominations for the Zone Representative position in Midland Zone. Ballot papers and information regarding how to lodge votes would be circulated by Friday the 13<sup>th</sup> July 2001. Sponsorship was becoming a regular reality and therefore was identified as an issue that required boundaries. A sponsorship policy was presented to the Council for adoption.

**Moved that the sponsorship policy presented be accepted for use by PCAV.**  
 NMZ – Neil Clinton/EGZ – Marion Dawson **CARRIED**

## 11. REPORTS

- a. APCC  
Nothing to report.
- b. EFA  
John Barlee reported that the Melbourne Three-Day Event had been held. The Executive Officer of the EFA had commented that he would be in contact with Jacquie Anderton to discuss possible date changes for the State Games, Flat Teams and Musical Ride Championships, which clashed with their Three-Day Event. It was reported that the EFA were conducting a Stewards & Course Organisers Clinic on the 2<sup>nd</sup> August 2001 for further details people should contact the EFA on 9974 0511.
- c. RDA  
Marion Dawson reported that the "Buchan to the Sea" Trail Ride was a success with 157 riders and 16 cyclists attending the event. It was also reported that the RDA had conducted a National Workshop, which was very well attended.
- d. Mounted Games Sub-committee
  - i. *State*  
It was reported that the State Games, Flat Teams and Musical Ride Championships had been a successful event excepting a bit of bad weather. It was also stated that there were positions on the State Mounted Games Sub-Committee that were vacant and application forms would be circulated with the PCAV minutes.
  - ii. *State Games & Flat Teams – Musical Ride Review (Marg Foy)*  
Tabled
  - iii. *National*  
It was reported that the Senior Mounted Games Team competed in the Senior Mounted Games held in Cabooture, Queensland on the 4-6 May 2001. Coaches and Team Managers reports would be published in the PCAV Annual Report.
  - iv. *Senior National Mounted Games Report (Coach)*  
Tabled
  - v. *Senior National Mounted Games Report (Team Manager)*  
Tabled
  - vi. *Endorsement of Junior National Mounted Games Team*  
It was reported that the Junior National Mounted Games team was selected

on the 23<sup>rd</sup> June 2001 following a couple of selection days. The team selected consisted of the listed riders:

Ryan Davis – Macclesfield, Carolyn Moylan – Warragul, Derk Pol – Warragul, Andrew Rodaughan – Whittlesea, Anne Maree Scarce – Kangaroo Ground  
RESERVE: Ellyse Davis – Macclesfield.

**Moved that the Junior Mounted Games Team be endorsed by the PCAV Council.**

V Pres – Cheryl White/Barwon Zone – Phillip Cobbledick **CARRIED**

vii. WGZ Training Camp (Cheryl White)

Tabled – To be copied and circulated to Zone Secretaries & Zone Representatives.

viii. Zone Annual Reports (Zones)

Tabled – Reports received from Northern and Midland Zones.

ix. Horse Trials State Championships (WZ)

Peter Square reported that the event had been very successful. Financially they had made a profit, which was good. Peter accounted the financial success on sponsorship, especially the catering. Marion Dawson on behalf of the EGZ congratulated the organising committee on a very enjoyable event, which was seconded by all Zones. Stephen Coffey stated that the Executive recommended that the Horse Trials State Championship held in 2002 would include Club teams. The recommendation was being made in response to the survey sent to the competitors of the Horse Trials State Championships 2000. It was stated that the teams would be of 4 riders and consist of one (1) Grade 1 rider and three (3) Grade 2 riders with the best 3 scores to count. Teams of 3 would be acceptable but they must include a grade 1 rider. Grade 1 dressage scores to be averaged back to Grade 2 level.

**Moved that Club teams, as set out above, be incorporated into the Horse Trials State Championships 2002.**

MZ – Kaye Blanchard/EGZ – Marion Dawson **CARRIED**

x. Dressage & Showjumping State Championships 2002 (NEZ)

The Dressage & Showjumping State Championships 2002 would be held in Wodonga. The Dressage Tests have been selected and approved they are as listed:

Grade 1 – Tests E & F

Grade 2 – Tests D & E

Grade 3 – Tests B & D

The Chief Judge would be announced at the September Council meeting for endorsement. In all other ways the organisation of this event was well underway.

**e. GENERAL BUSINESS**

- . International Mounted Games Representative - Carolyn Moylan (12.00pm)  
Carolyn Moylan spoke to the Council about her impending trip to the USA to compete in the International Mounted Games. The Council wished her all the best.

- b. Coleraine PC request for Full Affiliation  
Peter Square reported that Coleraine Pony Club was functioning very well with seventeen (17) members and recommended that they be granted full affiliation with PCAV.  
**Moved that Coleraine Pony Club be granted full affiliation with PCAV.**  
WZ – Peter Square/SMZ – John Barlee **CARRIED**
- c. Gear Checker List – Rule Issue  
See Coaching Director's Report
- d. Eligibility Rules  
The eligibility rules for Pony Club competition were discussed and the Executive were asked to review these rules to eliminate ambiguities and make a recommendation to the Council at the September Council Meeting.
- e. State Games & Flat Teams – Timing & Duration (EGZ)  
East Gippsland Zone acknowledged that the appropriate place for these discussions was at the State Games Sub-Committee and requested that this Sub-Committee investigate the possibility of conducting the State Games on one day and if this required changing the venue; investigate possible venues.  
**Moved that the State Games Sub-Committee investigate the possibility of running the State Games on one day, and if required recommend to the Council alternative venues to enable this change to occur.**  
CZ – Glenda Perry/NMZ – Neil Clinton **CARRIED**
- f. NSW State One-Day Event Championships – Entry forms  
The 31<sup>st</sup> August 2001 was stated as being the closing date at PCAV State Office for entry forms to the NSW State One-Day Event.
- g. Definition of an Associate Member – Amendment to by-law 6(b)  
The definition in the by-law of an Associate Member was altered to read:  
"Associate riding and non-riding members, consisting of young people who have attained the age of seventeen (17) years, and who may continue their membership until the 30<sup>th</sup> of June following their twenty first birthday."
- h. Award of Merit  
The Award of Merit nominations presented to Council from:  
Barwon Zone, North Eastern, North Metro, Central Zone, West Gippsland, South Metro .  
**Moved that the Award of Merit nominations presented to Council be endorsed.**  
SMZ – John Barlee/NMZ – Neil Clinton **CARRIED**
- i. Outgoing Zone Representatives  
Peter Square announced his resignation as Zone Representative and was thanked by the PCAV Council for his contribution over the past few years. Stephen Coffey also took this moment to thank all Zone Representatives for their contribution over the past twelve months.
- j. AGM and Annual Conference  
Stephen Coffey announced that the AGM and State Annual Conference

would be held and the Upper Yarra & Lilydale Hunt Club. Catering for the day would be a spit roast. The cost of attending the event would be \$12.00. Stephen reinforced that the Annual Conference is a time when everyone can contribute to the directions of PCAV and that all PCAV members were welcome to attend.

k. Saddle Cloth Query – Clarification

It was clarified that Sheepskin numna would be considered a saddle cloth.

**f. CLOSE MEETING**

Next Meeting – 4<sup>th</sup> September 2001

4.00pm

