

# ***Pony Club Association of Victoria***

## **PCAV STATE COUNCIL MEETING**

### **MINUTES**

Held at PCAV State Office "Irving House" 12 Warleigh Grove North Brighton,  
on Tuesday 9<sup>th</sup> November, 2004 at 10.00am.

#### **1. OPEN MEETING 10AM**

#### **2. PRESENT / APOLOGIES**

Present: President – Stephen Coffey, , Vice President – Jan Faulkner, Treasurer – Janice Ray,  
BZ – Phillip Cobbedick, EGZ – Stephen Bragg, MZ – Kaye Blanchard, NMZ – Wendy Olenick,  
NZ – Fiona Matheson, NEZ – Jess Hull, SMZ – Ron Gates, WZ – Petie Marshall, WGZ – Vicki  
Kneebone, EO – James Fitzpatrick, SCD – Clare Lewin, OA – Suanne Waugh  
Apologies: Vice President – Neil Clinton CZ – Glenda Perry

#### **3. CONFIRMATION OF THE MINUTES (14<sup>th</sup> September 2004)**

Moved: Jess Hull

That the Minutes 14/09/04 be approved.

Seconded: Stephen Bragg

**Carried**

#### **4. BUSINESS ARISING FROM THE MINUTES**

- 4.1 Items held over to February 2005 Meeting
  - 2005/2006 Training
  - Zone Authority Motion
  - DCI Training
  - Organisational communication flow
  - Commencing an asset review
  - Leaving Age Ballot
  - Instructor Survey
  - Participation Survey
  - NMG Committee Appointments

#### **ITEMS FOR CONSIDERATION AND DECISION**

#### **5. ORGANISATIONAL**

##### **5.1 2005 State Showjumping and Dressage Booklet**

That the booklet with \$200 per team amendment be sent to all clubs and zones

WZ raised can riders ride in both disciplines? Some zones only qualify on one day making it difficult to change. Current rule is only one discipline which stands.

##### **5.2 Grading Points System**

Moved:

That once a rider reaches a certain amount of points that the rider is upgraded or rides in future with a penalty.

Recording of the information will be difficult.

NSW and QLD have a differing system which is operating but sometimes causes problems.

QLD is having a database written to record performances.  
A discussion was held about training for DC's to assist them.

The option may be for a zone to implement 21 point penalty for excessive winning.

Do we need a grading points system? Discussion followed.

**That the following item be discussed at zone meetings and report back to the next Council Meeting.**

Moved Kaye Blanchard

That a penalty (10-21) be introduced for successful combinations in all graded disciplines that are not prepared to be upgraded.

Seconded: Ron Gates

**Carried**

A discussion continued about the implementation, training, standardisation, assistance for grading.

**5.3 Guidelines for Grading**

Moved: Wendy Olenick

That the updated guidelines for grading be issued to zones/clubs and placed on the website.

Seconded: Jan Faulkner

**Carried**

**5.4 Instructor Certificates Guidelines**

Moved: Phillip Cobbledick

That the updated Instructor Certificate Guidelines be issued to zones/clubs and placed on the website.

Seconded: Stephen Bragg

**Carried**

**5.5 Rules Constitution Re-write**

The Executive have written a draft constitution and it is being proofed by Burke and Associates.

**5.6 State Games 2005**

The President reported that the State Games Committee were unhappy with the decision that the State Council made.

The location was reviewed and is suitable for the games purpose.

The time (October) is the main issue.

The Council reviewed the negatives again; time of year, exams, not a long weekend, qualifiers, time of travel, wet grounds, training conditions.

Council looked at the possibility of moving the Zone Teams Challenge.

Disappointment that individuals incited negative feedback without State Games Committee feedback.

Many positive responses to the changes.

Notice of Motion

Moved: Fiona Matheson

That the previous motion (Sept 2005) decision be recinded. The motion stated " That the Flat Teams, Musical Ride, Games Championship be moved to WPNEC on the weekend of 1 and 2 2005 onwards"

**Carried**

Commentary for Clubs: That the previous motion stands at WPNEC, 1 and 2 October 2005 onwards and a motion is being tabled .

5.7 **Macclesfield Pony Club/ State Games Committee Letters**

Moved Phillip Cobbledick

That the letters be received and comments noted and that the President write to the Games Committee

Seconded Petie Marshall

**Carried**

5.8 **Boolarra Pony Club**

Letters required from the Zones

Moved Jess Hull

That Boolarra Pony Club be approved to move from WGZ to EGZ, subject to zone letters of approval.

Seconded Phillip Cobbledick

**Carried**

5.9 **Grade 3 Arena Sizes**

Moved Kaye Blanchard

At club level, that the arena sizes for Grade 3 be either 40m by 20m or 60m by 20m for all dressage including Pure Dressage, Eventing and Combined Training.

That all dressage at Zone and State Championships will be held in a 60m by 20m.

Seconded: Phillip Cobbledick

**Carried**

5.10 **Bamawn Extension Pony Club Full Affiliation Request**

Moved Fiona Matheson

That Bamawn Extension Pony Club be granted full affiliation of the PCAV.

Seconded Jess Hull

**Carried**

5.11 **Cobblers Creek Pony Club Full Affiliation Request**

Moved Kaye Blanchard

That Cobblers Creek Pony Club be granted full affiliation of the PCAV, subject to a letter from the Zone. The club must wear a PCAV tie for their uniform.

Seconded Jess Hull

**Carried**

5.12 **Polocrosse Pony Club Competition**

Moved: Jess Hull

That the PCAV develop a proposal with Polocrosse Association of Victoria.

Seconded: Fiona Matheson

**Carried**

5.13 **Sponsorship**

That the Executive Officer negotiate sponsorships for 2006 and report back to the Council.  
Ads acceptable in the newsletter.  
Links on the website \$1000  
Database was discussed at length – work up a proposal to contain information flow and receive adequate financial return.

5.14 **WA National Selection Committee / Panel**

Moved: Phillip Cobbledick  
That the following persons be on the WA Nationals Selection Committee

Applications are channelled through Zone Representatives

Showjumping  
Yvonne Morrison  
Peg Mills  
Len Hogan

Eventing  
Neil Clinton  
Bev Shandley  
Clare Lewin

Dressage  
Debbie Warne  
Belinda Dawkins

Selection will be based on Pony Club and EFA performances.

Seconded: Wendy Olenick

**Carried**

5.15 **Show Jumping Heights**

Moved: Kaye Blanchard  
That the lifts and heights remain as they currently exist in the rules.  
The requirement is to teach and educate course builders.  
Seconded: Jess Hull

**Carried**

5.16 **Police Checks**

PCAV is now an accredited organisation with Victoria Police to undertake Police Checks for volunteers. No Police Checks will be undertaken before May 2005.

**REPORTS TO READ**

**6. TREASURER'S REPORT**

Moved: Phillip Cobbledick

That the Profit and Loss Statement for July-October 2004 showing a surplus of \$41,180 be approved.

That the Balance Sheet for October 2004 be approved.

The Chart of Accounts re-write is underway and will be completed for the February Council Meeting. That a one page summary be given to Council from February.

Treasurer reported that staff review (contracts) has commenced and drafts have been written.

Seconded: Jess Hull

**Carried**

**7. MEMBERSHIP REPORT**

That the Membership of 7460 be noted as ahead of last year and on budget.

**8. CORRESPONDENCE**

**9. PRESIDENT'S REPORT**

**10. COACHING DIRECTOR'S REPORT**

CIP accepts 12 April invitation from Council

Moved Phillip Cobbledick

Wannon Zone DCI Approvals

Jenni Kinneally

Margaret Square

Jenny Howe

Colleen Claridge

Executive Officer to order badges

Seconded: Jess Hull

**Carried**

**11. EXECUTIVE OFFICER'S REPORT**

First Aid presenter has done three courses.

A discussion was held on the progress to date with 157 people enrolled.

PCAV engaged Swinburne to assess, accreditate.

In general people have appreciated the opportunity.

A review is going to be conducted at the completion of the courses.

**12. SUB-COMMITTEE REPORTS**

**12.1 APCC**

President Stephen Coffey gave an update on the productive APCC Meeting in Brisbane on 7 November 2004 and the capitation fees for the APCC were set.

APCC will introduce PCAV database/website.

That APCC have access to statistical data only.

Moved Phillip Cobbledick

That the statistical data be available to the APCC

Seconded Wendy Olenick

**Carried**

Moved Stephen Bragg

That Victoria agrees to pay our share of the APCC capitation fee.  
Seconded Jess Hull

**Carried**

APCC has two invitations from Great Britain and NZ to attend competitions. More paperwork to follow.

Sue Chandler, next year, third weekend in September.

Lots of work completed on the APCC syllabus. (new March next year)

Discussion on new linear NCAS Instructor Certificates.

12.2 PCAV Executive

12.3 EFA

PCAV (not clubs running EFA events) gained an exemption for Risk Management.

12.4 State Games, Flat Teams & Musical Ride Sub-committee

12.5 National Mounted Games Sub-committee

National Seniors in Vic 4 December 2005

NMG must appoint a team manager for December at their next meeting who is not a parent.

12.6 State Dressage & Showjumping Championships Sub-committee (WGZ)

12.7 State Horse Trials Championships Sub-committee (EGZ)

Everything is in place

Course equipment is ready but not built.

John Barlee has planned site.

Awaiting budget from EGZ.

12.8 Zone Teams Challenge Sub-committee

Organising committee require a delegate from each zone to be a Volunteer Co-ordinator reporting to Norm Glenn. Names by 15 December 2004.

12.9 Speed to Safety

12.10 Publications Sub-committee

12.11 Rules Sub-committee

Items under discussion at the Rules Committee

Recession motion

Disabled riders and efficiency certificates

Lungeing

Equality of Dressage Scores

Time in Cross Country

The charter of the rules committee was to proof read and now includes a role to draft rules for the Council to consider.

Moved Wendy Olenick

That Phillip Cobbledick be appointed to the Rules Sub-Committee.

Seconded Jess Hull

**Carried**

That process of making rules sometimes takes 8 months. Ron Gates commented that the process is too long. The Rules Sub-Committee must meet and make recommendations by the February Council Meeting.

Time penalties for coming in under time in cross country will be discussed at the February Council Meeting. Zones input would be appreciated at the time of Council consideration as any change in rules will take effect from the conclusion of the February Council Meeting.

**13. GENERAL BUSINESS**

- 13.1 Alan Bruno has left Werribee Park National Equestrian Committee. The new contact is Ms Alexandra Arnold.
- 13.2 As per the rules, lungeing at a competition must only be undertaken by the rider.
- 13.3 Zones to deal with disabled riders individual requirements.
- 13.4 Moved Janice Ray  
That PCAV provide a fax machine to all councillors who do not have one. Property of PCAV. To be discussed in February.
- 13.5 Pony Club Nationals costings in WA (July 2005) were supplied. The cost looks like approximately \$2110 for discipline riders and \$1043 for games. The costs are approximate and to be used for preliminary purposes only.  
Council have to appoint a number of volunteers by February.  
Clare Lewin will co-ordinate the selection.  
Neil Clinton to chair the committee.  
Expression of interest called for any club personnel who would like to help.

**14. CLOSE MEETING 2.55pm**

**15. NEXT MEETING**

Executive	Nil
State Council	7 February 2005 (Brighton)