

EXMOOR PONY SOCIETY

Trustee Minutes from the 'Virtual' Committee Meeting held on Tuesday, 22 June 2021

Nigel Hill (NH) Chairman
Geoff Bryant (GB) Vice-Chairman/Treasurer
David Wallace (DW) Vice-Chairman/ECHO
David Brewer (DB)/Policies
Sue Burger (SB)/Articles and liaison with PR Company
Stephanie Poulter (SP)/Conservation Grazing Officer
Rob Taylor (RT)/DNA and Moorland Communications

Susan McGeever (Secretary)

The Chairman, NH, opened the meeting at 11.25am and thanked everyone for their attendance. This meeting had a shortened agenda to cover a number of pressing topics. It was noted that the Trustees were holding virtual meetings to allow for continued good governance during the Covid pandemic.

1. Apologies for Absence

Apologies for absence had been received:
Dr Sue Baker (DSBA)/Scientific Officer
Vicky Lamb (VL)/Area Rep Liaison Officer
Claire Phillips (CP)/Breed Show
David Mansell (President)

2. Trustees

It was with much sadness that the Trustees noted the death of Toby Hickman. It was noted that Vicky Lamb wished to continue as a Trustee as soon as personal circumstances allowed.

Action: Secretary to write and confirm that VL's position as a Trustee continued.

3. Annual General Meeting

As detailed in the Management Meeting notes of 15 June 2021 and 18 June 2021 circulated to Trustees with the call of the meeting, the AGM on 7 July 2021 had been postponed due to the delay in lifting Covid restrictions.

The meeting was now scheduled for 21 July 2021 at Brompton Regis Village Hall as Raleghs Cross was unable to accommodate the meeting.

Debbie Davy had confirmed her attendance to give her presentation whilst Andy Dell's presentation would be re-arranged as an online event in September.

SP confirmed that Friends would be present and would require two tables.

The Management Committee had approved a spend of £2 per head to cover the difference in catering costs.

NH thanked GB for his work in reorganising the AGM and the revised details would be sent to all members via email and post.

DW confirmed that the date for postal votes and questions to the Secretary remained as in the original paperwork.

RT asked if the Trustees should be looking for a venue for 2022 and suggested Yeo Mill Village Hall. The facilities were good and there was the opportunity to hold the stallion parade in a member's field opposite.

It was noted that Raleghs Cross had changed ownership and the field used for the stallion parade was now a campsite.

Consideration would be given to venues for 2022 following the 2021 AGM.

4. Breed Show

NH advised that the Breed Show would be going ahead as recorded in the Management Committee notes of 15 June 2021 and 18 June 2021 circulated to Trustees.

The showground layout had been changed to allow for social distancing and the EPS rings and parking would occupy the area normal used as the collecting area.

Two marquees had been booked at a cost of £400, one as the Secretary's tent and one to accommodate the judges/stewards at lunch and a centenary exhibition. Exford Show were providing lunch boxes but there was not seated area being offered to officials.

Sarah Taylor would be the Secretary on the day and had prepared the schedule which was now with Elizabeth Etchells who would be handling entries.

SP confirmed Friends would have their gazebo and there was the potential DSBA would sign books.

NH/RT and ST would be up on the showground when the rings were put up.

The PA system was being provided by Exford Show.

5. Genome Project

NH advised that a meeting of the stakeholders in the Genome Project had been scheduled by RBST as recorded in the Management Committee notes of 15 June 2021 and 18 June 2021 circulated to Trustees.

The EPS would be in attendance. The purpose of the meeting was to discuss whether the Genome Project should be taken forward or cancelled and the outstanding funds returned to the stakeholders.

NH/DW would report back to the Trustees following the meeting.

6. Website/Emails

Website:

GB advised that the main purpose of this meeting was to discuss and approve a quote of £1200 to migrate the existing site to the new site by 30 June 2021..

Detailed discussions had taken place at the Management Committee as to the best way to move the project forward as recorded in the Management Committee notes of 15 June 2021 and 18 June 2021 circulated to Trustees.

Decision:

Following a short discussion, the Trustees approved the Management Committee's recommendation to ask Sole Trader to migrate the current website to the new website at a cost of £1200 with immediate effect.

Emails:

GB advised that Sole Trader were not able to take on the role of managing the various email addresses used by the Society. Discussions were ongoing with Andrew Harwood (AH) an IT expert to provide this service.

AH had confirmed that the methodology of using and storing emails on the Secretary's computer was compatible to the solution he was putting forward.

GB believed the cost would be around £250.

The Secretary suggested that this outlay be approved by the Trustees to ensure continuity from 30 June 2021.

Decision:

The Management Committee were authorised to spent up to £250 on migrating the email addresses to a new provider. If the amount were more then this would be approved at the meeting on 30 June 2021.

7. Storage

The Trustees thanked the Secretary for providing storage for all the EPS files, rosettes and historical records etc free of charge for the past fifteen years as per the inventory previously provided.

Due to changing circumstances, this would no longer be possible and only active records could be kept at the Secretary's home.

NH/GB/DW would be visiting the Secretary's home to go through all the EPS files etc currently kept at Woodmans.

Decisions would be made on what documentation should be kept in accordance with DEFRA Minimum Operating Procedures, Companies House and the Charity Commission.

It was also noted that storage was required for Friends stock.

It was agreed that all those holding Friends stock would provide photographs with an scale/size indicator so that the amount of space required could be estimated no later than 30 June 2021.

DW suggested that he might be able to provide a solution.

The Trustees did not wish to pay for storage.

There being no other business, NH closed the meeting at 12.30pm.