

EXMOOR PONY SOCIETY

Committee Meeting held on Zoom at 10.00am on Tuesday 16 July 2024

Trustees in attendance:

Geoff Bryant (GB) – Vice Chair
Sue Burger (SBU)
Rachael Davis (RD)
Mark Drummond (MD)
Portly French (PF)
Nigel Hill (NH) - Chair
Sheralee Matravers (SM)
Stephanie Poulter (SP)
Rob Taylor (RTA)
Vivien Taylor (VT)
David Wallace (DW) – Vice Chair

Others in attendance:

Deborah Drummond (DD) – Honorary Treasurer
Jay Gee (JG) – Secretary
Ruth Thomas (RTH) – President

Apologies for Absence (All)

Apologies had been received from Dr. Sue Baker, Scientific Advisory Panel Chair.

Declaration of Interest/Confirmation of Confidentiality (All)

It was proposed by SM, seconded by MD and unanimously agreed that confidentiality with respect to the discussions at the meeting would be maintained.

Approval of the Minutes of the Meetings held on Saturday 11th May 2024, Tuesday 14th May 2024, Wednesday 29th May 2024 and Tuesday 11th June 2024

It was proposed by GB, seconded by SP and agreed that the minutes of Saturday 11th May 2024 were a true record of the meeting.

For: 9

Against: 0

Abstentions: 1

It was proposed by DW, seconded by SBU and agreed that the minutes of Tuesday 14th May 2024 were a true record of the meeting.

For: 9

Against: 0

Abstentions: 1

It was proposed by MD, seconded by DW and agreed that the minutes of Wednesday 29th May 2024 were a true record of the meeting.

For: 9

Against: 0

Abstentions: 1

It was proposed by MD, seconded by GB and unanimously agreed that the minutes of Tuesday 11th June 2024 were a true record of the meeting.

All of the above minutes would be would be duly signed by the Chairman as and when possible.

AGM and Spring Show 2025

It was proposed by DW, seconded by GB and unanimously agreed that, providing both Brompton Regis Village Hall and Emmetts Grange were available, the AGM would be held on Saturday 3rd May 2025 and the Spring Show and Stallion Parade would be held on Sunday 4th May 2025.

Autumn Show Secretary 2024

It was proposed by DW, seconded by SP and unanimously agreed that Karen Ricketts and Carol Quantrill would be appointed as joint EPS Autumn Show Secretaries, providing they were both happy with this arrangement.

EPS Representative for NPS M&M Meetings

Janet James would be approached first to ask if she would like to take on this role.

Exmoor Area Funds

DW would speak with the previous area representative about this matter and provide them with any assistance required.

More oversight of area finances was required, to safeguard the EPS and its area representatives. SM suggested that all area representatives send their annual accounts to PF, who could collate and circulate these to the trustees. It was agreed that, although a date for this meeting did not need to be set until nearer the time, PF should inform all area representatives of the intention to hold the meeting in the first half of January 2025, so they could begin keeping financial records as needed.

PF would inform area representatives about the January meeting and liaise with DD/gather financial information from area representatives as and when needed.

EPS Eastern Area Representative(s)

It was proposed by DW, seconded by SP and unanimously agreed that Elizabeth Etchells and Madeline Haynes should be appointed as joint Eastern Area Representatives.

Welfare Reports

It was proposed by VT, seconded by SP and unanimously agreed that all reports received by the EPS in relation to equine welfare concerns should receive the standard response as per the Secretary's Report, which had been circulated along with the agenda for this meeting.

UK Welfare Report Received via Registration & Memberships Administrator

The area representative would attend the location to have a tour in their capacity as an EPS area representative and to have sight of the ponies there. NH would liaise with the area representative.

Registration and Membership Administrator's Report

It was too late to include a full piece in the Summer Newsletter about the outstanding amounts and the setup of direct debits, but a few sentences would be included.

If those members with amounts owing had not yet been contacted by post, the trustees agreed that Susannah would be asked to do so.

Insurance

It was proposed by GB, seconded by SM and agreed to add cover for hired equipment up to a total value of £2500 to the EPS' insurance policy with NFU Mutual, at a premium of approximately £250 per annum.

For: 9

Against: 0

Abstentions: 1

Trainee Inspector Scheme

Under the current guidelines included in the Trainee Inspector application pack, only three trainees were allowed to be on the scheme at one time and assessments would only take place when there were vacancies.

It was decided that assessments could take place every Autumn, with those passing being added to a reserve list when there were already three trainees on the scheme. Inspections would first be offered to the three trainees already on the scheme. If none of those three could attend, the inspection would be offered to each person on the reserve list in turn.

Inspector Guidelines

RTA made two suggestions for amendments to the proposed Inspection Guidelines which had been circulated ahead of the meeting. Firstly, the rules around microchipping of foals that will be returning

to the moor with their mothers should be clarified. Secondly, it should be explained that RTA coordinated with moorland breeders to arrange their foal inspections (rather than the Secretary).

It was proposed by SBU, seconded by RTA and unanimously agreed that, subject to the two amendments suggested by RTA, the updated Inspection Guidelines should be implemented and circulated to all inspectors and trainee inspectors as soon as possible.

JG noted that there was no mention of protective hats in the inspection risk assessment drafted by MD. After some discussion over the exact wording to use, it was decided that it ought to be written as an outright requirement that inspectors must wear hats.

Breed Promotion

The trustees agreed that Susannah Muir could approach businesses to advertise in the Junior Newsletter on a trial basis. As the distribution of this newsletter was small, it was not viable for the EPS to charge businesses for these adverts, but Susannah could suggest they make a donation instead.

Rosette/sash procurement

MD, SM and RTA had met to formulate a plan around the drafting of the rosette/sash procurement guidelines for EPS and Area Shows.

They would begin by contacting area representatives to see what they would like the guidance to include.

Reserves Policy

GB would report back to the trustees on the EPS accountant's suitability to advise on this specific area

VT stated the importance of publishing this policy as soon as possible and the trustees agreed that a draft needed to be circulated in the reports ahead of the next committee meeting. GB agreed that this was feasible and would report back as needed.

Annual Sole Trader Review

PF volunteered to work with SBU on the overhaul of the website and the trustees agreed that this would be more beneficial to the Society than asking Sole Trader to use some of their time on this.

It was decided that a separate meeting should be scheduled, at which the trustees would conduct an in-depth financial review and identify any areas in which expenses could be reduced. The decision over whether the EPS would continue to work with Sole Trader would therefore be deferred to this meeting.

Trophies

It was proposed by SBU, seconded by MD and unanimously agreed that:

- *Trophies regularly awarded at the AGM would only be handed over to winners who were current EPS members at the time of the AGM*
- *Trophies regularly awarded at the AGM would be awarded to the registered keeper, rather than the owner, where the pony was in the care of the registered keeper at the time the award was won (providing the registered keeper was a current member at the time of the AGM)*
- *In the event of a tie, points-based trophies regularly awarded at the AGM would be awarded to the pony/person with the highest number of championships/first places*
- *Recipients of trophies presented at the AGM would be notified in advance and asked to nominate a representative to collect the trophy if they would be not be attending the AGM*
- *The age limit for the Derek Sparks Memorial Trophy would be 16 years old, in line with Junior Handler classes*
- *The Peter and Susan Dean Memorial Trophy would be awarded to the herd with the most points across all affiliated shows*
- *Susannah Muir would produce cards to be given to trophy recipients, which stated that:*
 - *Trophies must be returned to the Society by 1st February each year, in a clean and tidy condition*
 - *If posting, recipients should pack with care and obtain at least proof of postage*
 - *Engraving must not be done directly onto trophies*
 - *The EPS would reimburse winners for the cost of new plaques and plinths, where the winner provided the EPS with a suitable receipt*

Treasurer's Report

DD informed the trustees that there was £14,523 in the PayPal account and asked if they would like to consider opening another savings account to transfer this sum into. GB asked that, for now, DD transfer it into the Virgin current account. After the reserves policy was written and approved, there would be further discussion over any additional savings accounts required.

Once the accounts were finalised, the financial review meeting should be held. The majority felt that all trustees should attend this meeting, rather than delegate responsibility to a sub-committee.

Accommodation Expenses for EPS-Appointed Judges

It was proposed by GB, seconded by DW and unanimously agreed that, on request, the EPS would make a contribution of up to £80 towards the cost of one night's accommodation (or up to £160 for two nights' accommodation for judges who lived over 200 miles away from the show venue) for EPS-appointed judges at the Breed Show (to include the Breed Show Reserve Judge), Spring Show, Autumn Show and the Pony of the Year Final. Judges should be asked to submit their bank details and proof of purchase of their accommodation when making their claim.

Fuel expenses offered would remain the same (up to 45p/mile) and EPS-appointed judges should receive a travel expenses form, along with the information above about accommodation expenses, when they are invited to judge.

Member Submissions

A member had submitted two documents, 'How Much Longer a Going Concern?' and 'Unsound Reasons for Refusal to Fund Proposed Post-Doctoral Research Project'. JG would draft a response to the two submissions, for trustees' approval before sending. The letter should outline the actions that the trustees had agreed to take in the coming weeks and months and answer any specific questions that had been asked.

Judge Contact by Competitor

RTA suggested that a reminder could be put in the newsletter, stating that competitors should not contact judges about shows outside of the showring. However, given that only one member had been known to do this, the trustees decided it was more appropriate for a reminder to be given to this person by way of a letter.