



East Overhill Farm
Stewarton
Kilmarnock
KA3 5JT

Tel. 0845 643 2116
email@britishcarriagedriving.co.uk

www.britishcarriagedriving.co.uk

British Carriagedriving Council Minutes

The Kegworth Hotel, Packington Hill, Kegworth, Derbyshire, DE74 2DF
Thursday 16th June 2016 at 9.30am

1.	<p>Present at the Meeting: James Broome, Ian Gilbert, Barry Hilditch, James Rooney, Chris Smith, David Titmuss and David West. Apologies were received from Jane Isaac.</p> <p>The minutes were taken by the Executive Officer, Mary Kusin.</p>
2.	<p>Conflicts of interest</p> <p>No new conflicts of interest were noted. CS noted a conflict with the discussion for 13.3(f).</p>
3.	<p>Minutes of the previous meeting</p> <p>The minutes of the last meeting were proposed by DT, seconded by DW and agreed unanimously as a true record of the meeting.</p>
4.	<p>Matters arising</p> <ol style="list-style-type: none"> 1. JR noted he had been appointed to 2 Selection and Ratification panels for GBR drivers however he felt this conflicted with his recent appointment as an Irish International Driving Judge so he wished to step down. JB declared a conflict of interest. The classes concerned are the Horse Pairs and Combined Ponies where JR had been appointed as the Council Nominee. Derrick Mayes was considered an ideal candidate to replace JR on the Horse Pairs panel and MK will contact him to see if he would be willing to take on this role. For the ponies it was agreed to ask Karen Bassett as she has been an experienced pony driver and had recent experience of the pony selection process. MK will contact her to see if she would be willing to take on this role. 2. JB reported that CS had been working on the merchandise proposal. The most significant issue was licensing the logo. MK confirmed that OPG Graphics had sold the logo to BC for a nominal sum. The income generated by the sale of T-shirts at the National Championships was discussed and will be retained as event income. The logo will be licensed for other merchandise. 3. BH contacted Vic Kusin re the web-site. He had confirmed he did not wish to be given an Honorarium. BH will contact him again re progress of an individual to assist with uploading some of the information.
4.	<p>Correspondence</p> <ol style="list-style-type: none"> 1. Email from Derrick Mayes: This will be dealt with under item 6.3. 2. Email from Rachel Belliere-Wilson: It was noted that one of the para selection events has been moved to Ashfields as Sandringham was unable to host these classes. It was agreed that JI would be an ideal candidate if available. 3. Email from John Hulse: It was noted that the competitor who had not officially withdrawn had now paid the outstanding entry fee so it was agreed that no further action will be taken.
4.	<p>2016 Event Review</p> <ol style="list-style-type: none"> 1. Brief reports on Catton, Hopetoun, and Royal Windsor: Robin Nielson was relatively happy with the competitor numbers at Catton. Hopetoun's entries were disappointing especially the Advanced Pony classes. IG noted they had not supported Catton either. CS queried if the drivers in the classes below Advanced were sufficiently aware of the benefit of having two British International events. IG noted that 2017 would be the last year of his involvement with Hopetoun at the present level. As JI also wished to step down as organiser, the future of this

	<p>event was not assured. BH felt that we were at a crucial point and potentially a situation could arise where national events are no longer viable. JB felt that the cost of staging events was a significant issue and this was not restricted to driving. The long term future of the sport was a serious concern however it was agreed that participation in international events cannot be sustained if there are no National Events.</p> <p>2. Update on selection for 2016 events: BH noted that the Single Horses and Horse Fours finished their selection process at Sandringham. The Singles had the potential to finish with 4 drivers eligible for selection for the team. It was agreed that if an individual place was available, this would go to the 4th placed driver in the list. In the Horse Fours table, Dick Lane was selected based on his results so far. BH noted that the hosts had extended the invitation to include a team of 3 with 3 individuals. Some drivers had still to achieve qualifying scores. It was noted that Wilf Bowman-Ripley had entered Sandringham. CS noted that drivers would be taking an enormous gamble if they hoped to be selected without appearing before the selection panel at any selection events. JB noted that only foreign 3* events counted for the FEI ranking list and that inclusion on this list was a significant indicator of performance.</p> <p>3. E- mail from International Teams Committee:</p> <ol style="list-style-type: none"> 1. Ratification / Selection Panels: It had been noted that some members of the Ratification / Selection Panels were not fully aware of their roles. It was agreed that all members of panels would be confirmed in writing and sent a copy of the Selection Procedure. 2. WEG 2018: It was noted that we struggle financially in Britain and it was probably unrealistic to generate the funding required to send a Horse Fours team to Bromont. CS suggested asking the class if any were serious about trying to go. It was felt that British events should be supported first should sponsorship be available. It was agreed that BC would support a team if one wished to raise the necessary funding to travel. 3. Countryman Fairs: It was agreed that an early dialogue with Countryman Fairs was required to reach a decision and obtain an early commitment if we are going to create a calendar to accommodate all events satisfactorily and include the details in our Yearbook. Confirmed dates are needed by September to enable other dates to be fixed. MK will reply to the e-mail sent by Jerome Roberts. 4. Event Photographers: emails from Cathy Willis: Cathy had written to Council following a letter from Sandringham event and MK noted Andy Campbell had raised concerns after Hopetoun. Issues with photographers being given the status of “official photographer” were discussed. It was noted that if an event is open to the public, no individual can be prevented from attending. It was felt that an event cannot realistically offer anyone the right to be an exclusive photographer as it impossible to offer exclusive access. It is a regrettable situation and Council noted they wished they could offer more support.
5.	<p>Andrew Finding Retiral Gift</p> <p>MK will attend the BEF meeting at which his retiral lunch will take place. The support of the BEF was noted and Andrew's support appreciated. It was agreed to send £50 from BC.</p>
6.	<p>Appointment of Horse Pairs Chef d'Equipe</p> <p>Council was unanimous in agreeing with the suggestion of Paul Sidwell to replace Jo Attenborough as Horse Pairs Chef d'Equipe. MK will notify Derrick Mayes.</p>
7.	<p>Feature Article</p> <p>MK had suggested Anna Grayston would be an appropriate person to be interviewed for the magazine feature and this was approved unanimously. MK noted she has asked for a line to be inserted directing drivers to affiliated clubs.</p>
8.	<p>Issues arising from Office Review</p> <p>BH noted he had listed items for discussion in a letter prior to the Office Review Meeting. Items 11, 12 and 16.2 arose from this meeting.</p> <p>CS suggested adding the stipulation of a week for Council to respond to the draft minutes prior to publication and this was agreed.</p> <p>The opportunity to provide information to the public at Lowther was discussed. CS suggested approaching Countryman Fairs to see if we could negotiate a small pitch and, if successful, ask Stephanie Kill from “Carriage Driving” if it could be jointly manned in a similar way to the one at Olympia. BH will also approach local driving clubs to seek assistance. DW queried if there was still a Supporters Club but BH noted this had disbanded with the retiral of Sheila Hawking.</p>

	<p>BH noted that revisions had been made to the Executive Officer's contract which will be signed today. The job description has also been revised and updated.</p> <p>BH noted he had met with DT and CS prior to the Insurance Review Meeting and initiated a document detailing the Disciplinary / Grievance Procedure to which the contract referred. This has not previously existed. CS is working on a draft.</p> <p>BH noted that there was no formal procedure for administration in the event of illness of the Executive Officer. MK had been asked to produce a manual of Office Procedures. BH noted he had further ideas which were not yet finalised.</p>
9.	<p>Monthly contribution to "Carriage Driving" / members' e-news</p> <p>It was agreed that the news pages would be continued, as an ongoing presence in the magazine was considered desirable. CS felt an e-news was less relevant now that the Council meeting minutes were published on the web-site.</p> <p>CS noted that a side issue from the Insurance Review Meeting was the need to raise awareness amongst the members to increase the number coming forward for election to Council. An e-mail to all members will be sent. MK confirmed that this was now on the web-site with links to the required forms.</p>
10.	<p>Mission Statement</p> <p>BH noted that as a governing body we should improve governance with a revision of the Mission Statement and introduction of a Strategic Plan. Safeguarding was also an issue requiring attention in the near future.</p>
11.	<p>Update of Memorandum and Articles</p> <p>CS noted he had spoken to Peter Bridson who confirmed this update is in hand.</p>
12.	<p>Finance</p> <p>DT reported that he was happy with the current financial position.</p> <p>BH noted that a quotation had been requested from the insurers to increase the cover from £2 million to £5 million for BC and for £1 million to £2 million for clubs for the Directors and Officers liability insurance. The insurers had noted we continue to have a relatively good claims record.</p>
13.	<p>Committee Reports</p> <ol style="list-style-type: none"> 1. F&GP: BH reported that F&GP had not officially met. JB asked if these meetings were to be re-instated and BH responded that this was his intention. 2. Competitions: <ol style="list-style-type: none"> a) Further aspects of this discussion were deemed to be confidential by the British Carriagedriving Council. b) Lowther Scoring: BH had been phoned by Philip Bateman and the same issue had been raised by Mike McCutcheon who is booked to score the 2016 event. CS noted it had run as a fault competition but with a very tight time in 2015. DW felt that, if the organisers wished to run the event as a time competition, the compromise proposed by Mike offered a viable solution however it was agreed this would be very confusing for the competitors. CS noted a time competition would skew the relative balance of the 3 phases of the competition. The implications of the 2 systems were discussed and the effect on the overall result considered. It was noted that whichever system was used should follow our Rule Book, Annex 17, as it is a National Championship qualifier. c) Evolution and Young H/P Classes: Hopetoun and Cricklands both had excellent feedback on the Evolution Class with good entries for the early events. There were new faces entering. 3. Rules: <ol style="list-style-type: none"> a) International progression to multiples: see (c) below. b) Start fees for entering part of an event: The question arose at Catton where a driver wished to drive only part of the event. It was agreed that if it is a second entry, drivers will pay a half price start fee. The entry fee will be determined by the event organiser. MK was asked to notify members of this by e-mail and will be added to the 2017 Rule Book. c) Review of Annex 16, 4.11: It was agreed that Regional events could be counted for the purposes of achieving a dressage score to progress to International competition. It was agreed that for the purposes of achieving FEI 2* status only National events are designated as CANs. <p>This year had produced many issues with drivers wishing to upgrade to international competition. After considerable discussion it was agreed to revise the current requirements to enable drivers who are eligible for the equivalent National classes to compete in the British FEI 2* events. To be eligible for a 1*, you need to have undergone a Safety Assessment by a</p>

	<p>listed competent person. This revision to Annex 16, 4.11 was approved unanimously and is to be implemented with immediate effect to enable additional members to enter Sandringham. Council will consider the situation with regard to drivers wishing to drive in overseas events after further reflection at the next meeting when the question of drivers progressing from single to multiple turnouts will also be discussed.</p> <p>The issue of Tara Wilkinson was discussed as she was wishing to enter the FEI 2* class at Sandringham with a pair. BH noted a conflict of interest and did not take part in this discussion. It was noted that a fast track was not possible because it would set a precedent as she had never driven a pair at any competition. It was noted that this was an established pair and Tara was a very promising driver. As the FEI had equated the European Youth Championships to a 3* event, at which Tara had won a medal, Council could accept this as compliance with Annex 16, 4.8. CS asked for a proposer. Further aspects of this discussion were deemed to be confidential by the British Carriagedriving Council.</p> <p>d) Assessment for Evolution and YH classes: JB asked if small pony drivers needed to carry a groom. It was agreed that the groom could stand close by if the event was held in a secure arena but at outdoor events, including the National Championships, drivers would need to carry a groom on the carriage to comply with insurance requirements. CS noted small ponies will be kept under review.</p> <p>e) Pony Fours selection procedure: With reduced numbers of team members in the Pony Fours Championships where there are 2 team members and one individual, the team members do not need declared until the start of the event however the request from the class for the team to be defined before they travel was noted. There are 2 options: either the first 2 in the selection table count for the team with the third (individual) driver being selected or the first driver in the table is in the team, with the second team member being selected and the individual place going to the next highest driver in the table, meaning that if the 2nd team member is not the 2nd person in the selection table, then that person will be offered the individual place. The second option was agreed and this will be added to the Selection Procedure by CS before MK circulates this to the Selection / Ratification panels.</p> <p>f) Intermediate progression: There is a conflict between Annex 16, 4.4.5 and 4.5.2 where drivers having completed 2 Intermediate classes and finish in the top 50% at the National Championships must go to Open but 4.5.2 states they are not eligible for Open. This will be revised with 4.5.2 split for clarification.</p> <p>g) National Novice Event Organisers Guidelines: A misprint regarding the number of events counting towards progression was identified and this will be updated on the web-site to agree with the current stipulations in the Rule Book.</p> <p>4. Judges: BH read the e-mail from Philippa Thompson and JR left the room. The possibility of leaving JR on the list of British Judges was discussed. The fact that Barry Capstick had been placed on the list of foreign judges was noted. It was agreed to add foreign judges to the BC list.</p> <p>5. Health and Safety: Nothing to report.</p> <p>Working Groups</p> <p>6. Training: JR had nothing to report. CS noted he had been approached by Jeannie Lane who is now a SDF trustee. She had noted that some money could be made available for clubs training with UKCC coaches. CS will speak to her further and see what could be achieved.</p> <p>7. Public Relations: Nothing to report.</p>
8.	<p>Any other reports</p> <p>1. Office: Nothing to add to the report submitted with the Council papers.</p> <p>2. Office Review: Items from this report were discussed earlier under Item 10.</p>
3.	<p>Dates and venues for 2016 Council meetings</p> <p>The next meeting was confirmed as 3rd August.</p>
4.	<p>AOCB</p> <p>JB noted he had been phoned by Sonny Hillier. Sonny wished permission to take a team to Ashfields National event. He had driven a team commercially for many years but it was noted that he needed to drive a pair or tandem at 3 National events before he can compete with his team.</p>

<p>DT asked what had gone wrong with the scoring at Windsor. JR noted that Tom Petitpierre's computer had uploaded Windows 10 in the middle of the event.</p> <p>BH noted that the NC insurance policy requires a named person as organiser and IG agreed that it will be his name for 2016.</p> <p>BH noted that this year people were asked to nominate their club for the new Club Championship and he had compiled a list of those who had done so. He noted the Horse Fours class were not contributing to their club's points total.</p> <p>As there was no further business, the Chairman closed the meeting at 3.20pm and thanked everyone for coming.</p>
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