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### British Carriagedriving Council Minutes

The Kegworth Hotel, Packington Hill, Kegworth, Derbyshire, DE74 2DF  
Wednesday 3<sup>rd</sup> August 2016 at 9.30am

1.	<p><b>Present at the Meeting:</b> James Broome, Ian Gilbert, Barry Hilditch, Jane Isaac, James Rooney, Chris Smith, David Titmuss and David West.</p> <p>The minutes were taken by the Executive Officer, Mary Kusin.</p>	
2.	<p><b>Conflicts of interest</b></p> <p>No new conflicts of interest were noted.</p>	
3.	<p><b>Minutes of the previous meeting</b></p> <p>The minutes of the last meeting were proposed by CS, seconded by JB and agreed unanimously as a true record of the meeting.</p>	
4.	<p><b>Matters arising</b></p> <ol style="list-style-type: none"> <li>1. Karen Bassett and Derrick Mayes had agreed to replace JR on the Selection / Ratification panels.</li> <li>2. JI noted she had been liaising very productively with the para-equestrian selection panel. BH thanked JI for her participation.</li> <li>3. BH noted that plans for the stand at Lowther had been discontinued as Vyrna Matthew had already progressed this idea.</li> <li>4. CS noted he had not received the e-mail pertaining to Council elections and start fees. MK will check in case this failed to send.</li> <li>5. BH and CS had arranged to meet Jerome from Countryman Fairs.</li> <li>6. JR asked about the update to the officials list. MK confirmed this was nearly ready for publication.</li> <li>7. JI asked about the Mission Statement. BH confirmed he had started to look into this.</li> <li>8. BH noted he was also looking into support from the BEF regarding improving corporate governance. BH noted he had completed the on-line survey sent by Sport England although many of the questions lacked relevance for ourselves.</li> </ol>	
5.	<p><b>Correspondence</b></p> <ol style="list-style-type: none"> <li>1. <b>Email from Mike Brown:</b> BH noted that in the past the idea of allowing drivers to enter one event without being a member of BC had been tried. It was felt that a reduction in income had been the main reason for discontinuing this option. IG felt that it was still necessary to reduce the cost of Full membership as he felt the cost of Full membership was a stumbling block to club members progressing to National or Regional events. CS suggested BC consider an alternative membership structure which encompassed all drivers, including those who were club members.</li> </ol> <p>It was felt the proposed FEI rule requiring drivers to qualify for World Championships at a 3* events would impact directly on our National Event entry numbers as drivers will have to travel abroad more often. DW noted that all clubs as well as National events were experiencing a drop in entries.</p> <p>JI felt that the indoor circuit appealed to different people. The clubs' contribution to the sport was discussed. CS felt that it may be worth contacting our insurers to extend the club members' insurance cover to enable them to drive at any affiliated club event. There would then be a Non-driving member (equivalent of Associate member) and then a Driving member at a lower rate than the present Full member.</p> <p>CS returned to the initial e-mail and noted he would be in favour of a "day ticket" with the proviso that a membership upgrade was required if you wished to drive at another event or the Championships. JB suggested introducing an event at a lower level than a Regional event,</p>	

	<p>which would have a smaller start fee, and be run by clubs. BH noted that clubs, running Novice Qualifying classes, could also apply to run an Intermediate class. BH also noted that, in the past, RWHS entry was a huge incentive to go to more events and increase their points total; this now only applied to Horse and Pony Fours.</p> <p>CS queried how much time MK spent of different tasks. MK noted she had prepared a list of this for the Office Review meeting and CS asked for this to be circulated to Council.</p> <p>CS suggested a debate at Conference to look into the possibility of an alternative membership structure. IG suggested this had to be dealt with before Conference via meetings with individual clubs. A formal proposal would then be put to Conference. The aim is to redistribute the cost of running BC to develop the sport and more fairly reflect the benefits to the different levels of members. CS felt that the opinion of the members at Conference still needed to be taken into consideration.</p> <p>Insurance was discussed at length, particularly the issue of club drivers where there was no requirement for grooms to be insured. It was noted that club grooms should be insured although it was not a requirement. It was noted that at National events, grooms in dressage and cones did not need to be members.</p> <p>CS noted he would write to clubs and consolidate some of the ideas. The final proposal would still go before the members at Conference. BH noted that, despite consultation, the final decision was still that of Council. It was agreed that some change was required.</p> <p>IG suggested having a meeting with representatives from clubs in the marquee at the National Championships. CS agreed to chair this meeting. DT noted that any proposal to change the membership categories contained an element of risk but he was willing to accept this as the finances were relatively healthy at present. The issue of insurance for grooms was discussed further and CS will raise this at the meeting. The need to consider the risk created by a marathon groom in the risk assessment, consideration of the number of accidents caused by grooms etc. should be considered essential when running events. JB asked if Driving members should have priority over day members. It was agreed to discuss this if events came near capacity. MK will reply to Mike Brown and note that his suggestion is being considered as part of package which will be considered with representatives of affiliated clubs and put to Conference.</p> <p>2. <b>Email from Heather Clark:</b> MK summarized the position so far. It was agreed that the lowest overall marathon score would win this new trophy. It was noted that John Nisbet was happy to present this.</p> <p>3. <b>Email from Averina Snow:</b> to be considered under 9.3(b).</p> <p>4. <b>Email from Eileen Cornish:</b> it was noted that, as far as the rules are concerned, paramedics are not required but this would depend on the risk assessment.</p>	<p>MK</p> <p>CS</p> <p>MK</p> <p>MK</p> <p>MK</p>
6.	<p><b>Probationary TD – Malcolm Aickin</b></p> <p>It was unanimously agreed to add Malcolm to the list of probationary TDs.</p>	MK
7.	<p><b>Allocation of selection points</b></p> <p>MK noted an issue which had arisen when allocating points for the Horse Fours selection table after Sandringham. As this was Wilf's first event, he had not completed enough events to have a meaningful total in the Selection Points table. It was agreed that points would be awarded as long as the selection fee and selection form were in order.</p>	
8.	<p><b>Finance</b></p> <p>DT noted that a calculated financial risk was acceptable at this time, regarding new membership categories, as the finances were now in a much healthier state than a few years ago.</p>	
9.	<p><b>Committee Reports</b></p> <p>1. <b>F&amp;GP:</b> BH reported that they had met on 25th July and discussed FEI Rule Changes and other issues which were raised from the Office Review. CS had circulated a draft of the job description for the role of Executive Officer to those on F&amp;GP. BH noted that possible solutions were being considered for issues which could be created by illness or an excessive workload on a sole employee.</p> <p>IG noted he had drawn to F&amp;GP's attention that a dressage arena was offered for sale. Sadly, there were insufficient boards to create a full arena. IG would take it down to the National Championships where it would be stored. CS suggested sourcing material to match as nearly as possible to complete the 2 short ends. This purchase was agreed.</p> <p>2. <b>Competitions:</b> IG noted that they had not had a meeting this year. He had been asked if there should be a minimum number of events to entitle drivers to enter the National Championships. CS felt that the use of the National Championships as a selection event precluded this from being practical. This idea was rejected. Another suggestion on the same subject was to award</p>	IG

	<p>National Championship qualification on completion of 4 events. It was noted that it was highly unlikely that anyone competing at 4 events would not qualify on merit.</p> <p>IG noted he had started compiling the 2017 event calendar and arrangements for the National Championships were progressing well. He asked if it would be advantageous to have the National Championships return to the more traditional date. This may be influenced by the Countryman Fairs events. It was noted that the numbers had fallen again at Lowther. The decision to award Lowther National Championship qualification status, under their alternative format, will be taken once the calendar is more final. CS suggested proposing that Lowther run a standard event and offer the arena challenge as an add-on attraction.</p> <p>3. <b>Rules:</b> The suggestion from Averina Snow that the rules are revised to enable drivers to enter twice at the National Championships was discussed. CS felt that this would be inappropriate for Singles but this could be permitted for different classes. It was agreed that the full class should run together at the National Championships, and double entries should not cause the running order of classes to be altered. CS suggested listing the classes in which multiple entries would be accepted. This was agreed unanimously. CS will write a suitable amendment to the Rule Book enabling any permutation other than singles.</p> <p>Averina also asked if it was acceptable to enter the Young Horse class and the main Championship and this was agreed. As a current National competitor, she would not be eligible for the Evolution Class.</p> <p>a) <b>FEI Rule Revisions:</b> CS noted there was nothing in the new FEI Vet Regs to concern us. Neither was there anything in the General Regulations requiring comment. The main Driving Rules had one item of concern which was the requirement of drivers to qualify for World Championships at 3* events which Council felt was discriminatory as it placed a high burden on British drivers. CS will draft a reply for MK to reply to the BEF with our objection.</p> <p>Other revisions generally apply to Championships so do not affect our British Rules.</p> <p>Two changes which were acceptable were the introduction of oxers in cones and the requirement that ear muffs may not be attached to nosebands.</p> <p>The change to the rules on body protectors and hats which must now conform to an international standard, although the wording is unclear about whether this applies to both or just the body protector, were similar to those we had already introduced.</p> <p>Jl asked about upgrading an event to 3* and the ongoing need for 2* was noted. The cost of having both was queried. CS felt there were many issues needing consideration if this rule did go through. CS noted he had not yet taken forward the need to reconsider drivers' eligibility to compete abroad following the revision for home based 2* events. He felt that the outcome of the 2* / 3* issue was required first.</p> <p>4. <b>Judges:</b> JR had nothing to report.</p> <p>5. <b>Health and Safety:</b> Peter Bridson had circulated a report prior to this meeting with copies of some accident and incident reports. The accident, when a driver had removed the bridle while still harnessed at Windsor Park, was discussed and the delay between the dressage and cones noted as a potential cause of accidents. Council felt that the long gap between the 2 phases was undesirable. Attention to scheduling of dressage was needed to reduce the waiting time and reduce the number of times the cones course had to be altered. It was agreed that the Safety Committee would be asked to write to the organisers with some practical suggestions. CS felt that more interaction between events to circulate such information could be helpful in reducing a repetition. CS asked if Accident and Incident Report Forms should be sent to the clubs' nominated Safety Officers rather than just to the insurers and the Safety Committee Chairman. It was noted that some information was being passed on via the grapevine rather than by official channels. CS suggested asking the Safety Committee to consider a method of implementing a procedure to disseminate safety information to event organisers, clubs and National events as a matter of urgency.</p> <p><b>Working Groups</b></p> <p>6. <b>Training:</b> Nothing to report.</p> <p>7. <b>Public Relations:</b> JB noted that he had received an enquiry about supplying merchandise.</p> <p>IG noted that JB will do a radio interview for Radio Gloucester before the National Championships.</p>	<p>CS</p> <p>CS/MK</p> <p>Safety</p> <p>Safety</p>
10.	<p><b>Any other reports</b></p> <p>1. <b>Office:</b> MK had circulated an office report prior to this meeting. One point to note was the confirmation from the FEI that foreign drivers are not insured via the FEI. This could have implications for Hopetoun, Sandringham or National events accepting entries from Foreign drivers. JI noted that FEI schedules contain an option to add additional information and it was</p>	

	suggested that a note was included stating that confirmation would be required that foreign drivers had adequate insurance. MK will make Sandringham aware of this issue. A letter from other National Federations would confirm insurance provision.	MK
11.	<p><b>Dates and venues for 2016 Council meetings</b></p> <p>Wednesday 28<sup>th</sup> September was agreed as the next Council meeting.</p> <p>Friday 28<sup>th</sup> October will be the date of the Event Organisers meeting with the Conference the following day.</p>	
12.	<p><b>AOCB</b></p> <p>DT suggested giving consideration to finding a new Treasurer for when his current term of office is completed in 2 year's time.</p> <p>IG asked if boots could be worn in the Young Horse and Evolution Classes for dressage, where drivers progress straight to the cones phase. It was noted that the rules allowed marathon dress although CS agreed that this did not over-ride the rule on boots. It was agreed that this had been the intention and CS will write a suitable clarification of this rule.</p> <p>Jl confirmed she was unable to find any mention in either the FEI Driving Rule Book or the FEI General Regulations, about the level of prize money to be awarded at a 3* event. MK will look into this.</p> <p>BH noted there had been concerns about the briefing at Sandringham. Further aspects of this discussion were deemed to be confidential by the British Carriagedriving Council.</p> <p>IG asked if there was any interest in finding someone to shadow the organiser for the National Championships. It was agreed to draft a notice for the web-site. IG felt that teams of people were required to deal with separate areas of the event organisation. Lorna Ingram's name was suggested as she was already planning to attend as an assistant in the scoring office.</p> <p>As there was no further business, the Chairman closed the meeting at 14.30pm and thanked the directors for attending.</p>	<p>CS</p> <p>MK</p> <p>MK</p>