



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 26th January 2017 at 9.30am

1	<p>Present at the Meeting: James Broome, Frank Campbell, Angela Flanagan, Ben Freer, James Rooney, Chris Smith and David West.</p> <p>The Chairman welcomed the new co-opted Council members.</p> <p>Apologies were received from Jane Isaac and Dick Lane.</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. Conflicts with individual agenda items will be noted during the meeting. New Council members submitted completed forms.</p>
3	<p>Election of Treasurer</p> <p>Ben Freer was proposed by CS, seconded by JB and agreed unanimously.</p>
4	<p>Election of Vice-Chairman</p> <p>CS asked for expressions of interest in this role. FC put his name forward in a support role rather than with the assumption of automatic progression to take on the role of Chair. JB noted both DL and JI would be good in this role. JB felt he did not have time to give any more to the BC Council than he does at present. FC suggested defining a role for the Vice Chair. CS will produce this and bring it to the next meeting.</p>
5	<p>Committee Composition for 2017</p> <p>CS noted one of the difficulties with this was the lack of detail of the structure of committees in the Memorandum and Articles. He queried why some were Working Groups rather than Committees. JB said that Working Groups were intended to be active while Committees were more an advisory or decision making group. JB felt that Julia's appointment made the Working Group for PR redundant. CS proposed having Council ratify the Committees annually at the last meeting of every year to ensure up to date information in the Yearbook.</p> <p>Rules: This committee currently comprises CS (Chair), Philip Bateman, George Bowman Snr. and Andrew Counsell. This was proposed by JB, seconded by DW and unanimously agreed to retain this committee in its existing format.</p> <p>Judges: JR noted that the current members were Philippa Thompson (Chair), JR, AF, George Bowman Snr, Stuart Roberts, Sheila Petitpierre and Louise Ruffe. This was proposed by JB, seconded by FC and unanimously agreed to retain this committee in its existing format.</p> <p>BF queried whether or not the Chair should be a member of Council. It was felt that the present system worked as long as there was a member of Council to report back from the committee.</p> <p>F&GP: DW proposed that the F&GP Committee should comprise CS (Chair), BF, JB and Barry Hilditch. This was seconded by AF and agreed unanimously. It was noted that the intention was for Barry to continue in this role for one year.</p> <p>Competitions: CS proposed that this was retained in its present format. This was seconded by JR, and agreed unanimously. This committee comprises Ian Gilbert (Chair), DL, JB and DW. It was noted that the current members were all Council members (other</p>

	<p>than the Chair) although they had been appointed to the Competitions Committee first. JB noted much of the role of the Chairman was administrative. JR confirmed that the Training Committee were responsible for overseeing officials' training. FC asked if the Competitions Committee should be responsible for dealing with problems at events. CS referred to the ongoing plan to have surveys to identify issues at events. The specifics of who will action these will be dealt with at a later meeting.</p> <p>Health and Safety: It was noted that, with the resignation of Ray Bragg, this committee now comprised Peter Bridson (Chair), Chris Doughty and Tony Bache. MK noted that Chris Doughty was not a BC member and CS felt it was inappropriate for him to remain on this committee as he would be uninsured. FC noted he was happy to be involved from the perspective of data analysis and communication. CS proposed FC, Peter and Tony. This was seconded by JB and agreed unanimously.</p> <p>Publicity Working Group: BF noted it was advantageous to retain a sounding board for Julia and this will be discussed under 7.10. JB referred to the way he saw Julia's role developing regarding press releases and promotion of the sport.</p> <p>MK referred to the statistics for the Facebook posts she had published at Olympia. The most popular post was the video of the victory celebration which had been shared 868 times and been viewed 57,000 times. BF felt that social media was second to the web-site as the shop window for the sport. JB felt a social media strategy could be the way forward. BF volunteered to prepare a strategy.</p> <p>Training: The Chair is currently JR with AF and Philip Bateman supporting. CS asked if it would be helpful to split the group with one focusing on athletes and the other on officials. JR agreed this idea should be adopted as the 2 roles were very different. JB proposed JR and Philip Bateman retain responsibility for stewards and officials training. This was seconded by CS and agreed unanimously. AF will report back with suggestions of an additional individual to assist her at the next meeting.</p>
6	<p>Minutes of the previous meeting</p> <p>CS noted 17.1 should indicate that Barry Hilditch was a member of F&GP rather than the Chair. CS asked Council to agree the minutes and make any corrections within one week of receiving them from MK. He asked that these should now be approved by e-mail prior to being published and therefore be ready to be signed at the next meeting.</p>
7	<p>Matters arising</p> <ol style="list-style-type: none"> 1. Para-equestrian drivers – lap strap versus harness: MK noted she had no further information. CS suggested deferring this item until JI was present. 2. Progress re cascade of safety information: Due to personal circumstances, Peter Bridson asked Tony Bache to report on his behalf. Tony reported that the Safety Committee have considered the need for dissemination of H & S information and do not think Accident and Incident reports require to be circulated outside of the Committee. They recommend that any incidents of dangerous driving or animal welfare should be reported as soon as possible to all future event organisers, PoJs and TDs. Then annually, the Safety Committee should analyse the forms received from events and send a synopsis to Council. CS suggested rewording this to say dangerous incidents. This was agreed. FC will look into how this will be achieved. DW suggested also informing clubs as well as National and Regional events and this was considered appropriate. MK noted incident forms should also record near misses. AF asked if she could also have copies for the coaches. JB asked about issues regarding data protection. CS noted he and MK had taken advice from the BEF and established that we do not need to register with the Information Commissioner. CS noted we need to manage data more effectively but also improve the level of reporting, possibly with a bulletin in the future. Safety Officers could also be encouraged to report more incidents. 3. FEI Rule proposal from GBR - unsolicited outside assistance: This has been passed to the FEI by the BEF as requested, and acknowledged. 4. Costs to send a horse team to WEG 2018: DL reported in advance of this meeting that he had spoken to Boyd Exell who confirmed that his estimated cost to send 5 horses, 2 carriages, 2 sets of harness, rugs, feed and air fares for driver and grooms will be approximately £60,000. However, there are ongoing

discussions with the OC regarding part funding of travel costs for those travelling from Europe but to date nothing has been agreed.

CS recapped on the discussion at the last meeting. It was felt that in an ideal world GBR would be involved but this was unlikely due to the costs involved. Council agreed BC would support any self-funding individuals if they wish to compete. The FEI's choice of venue and accessibility of the event were discussed and DW noted that, by not sending a team, we effectively noted our concerns to the FEI.

5. **Location and condition of the BC weighbridge:** DL reported in advance of this meeting that he had contacted Wilf and Zoe at Ashfields who confirmed the BC weighbridge is currently stored at Ashfields. It is in working order but has not been calibrated for some time which would cost approximately £250. The main problem seems to be moving and transporting it to events. Although it can be broken down into several parts it is still quite heavy and bulky. A newer lighter version could be purchased for approximately £1,250 but the problem of who would move to events would still remain.

FC noted his father had a system to weigh bullocks which can be adapted to weigh carriages. He will take this idea forward. JB noted calibration certificates may be needed should anyone be eliminated. FC noted you can have a calibrated test weight to calibrate every time they are used.

6. **Extreme Driving at Liverpool Horse Show:** DL noted the contribution made by JB to the success of this show and felt it had been a tremendous success.

JB reported that the show's representative lacked equestrian knowledge which provided numerous logistical challenges. He felt that next year will be far easier with the previous knowledge. JB felt that the horse fours are likely to be invited again next year.

7. **Collaboration with Carriage Driving magazine:** JB reported that a discount had been agreed. MK noted she sent details with the CD news pages and had published their advert in the Yearbook.

8. **Bennington Proposal re Club Championship:** DW reported that this looked like being too far from the purpose of the Championship to be viable. This year's Championships will run in the same format as the 2016 Championship.

9. **Book of Policies and Procedures:** CS noted this was a work in progress. MK was checking archived minutes to source the information. The best method of indexing has still to evolve.

10. **Event and Publicity Officer:** CS proposed delegating the task of negotiating Julia's contract to himself and BF and this was agreed. BF asked if it had been considered as a self-employed contract and this was considered desirable.

11. **Event feedback form:** JB reported that he had sent his Survey Monkey draft. Survey Monkey cost around £20/month. DW suggested trialing this with JB's account and then BC obtain their own if this proves helpful. CS suggested each event receives feedback for their event with an annual report to Council. The link will be on the web-site and can be e-mailed to the competitors in their paperwork, on the entry form and highlighted on Facebook. CS suggested making this live now to report on last year's events. MK was asked to e-mail this to members. JB will send it to Council for testing prior to distribution. This can also be e-mailed to stewards by Julia who had requested a similar survey for volunteers. JB asked if it was to be anonymous. It was agreed that a name should be supplied and this deleted in due course if it was felt to be inhibiting comments.

12. **Credit card surcharge:** MK reported that Vic Kusin had made the necessary changes to PayPal to implement the agreed surcharge when memberships were paid through this system by credit or debit card.

13. **Maximum presentation mark:** FC asked why carriages for Novice / Intermediate penalised marathon carriages for presentation. JR noted the rules state that there is no penalty for marathon carriages up to Novice but the penalty for Intermediates could be preventing progression. FC proposed amending this to include Intermediates and this was agreed. MK was asked to make the change to Rule 955.6.

8	<p>Confirmation of e-mail decisions</p> <ol style="list-style-type: none"> Approval of Goodwood event officials: This was proposed by DW, seconded by CS and agreed unanimously. Fenix sponsorship: Further aspects of this discussion were deemed to be confidential by the British Carriagedriving Council. Date for 2017 AGM and Conference: MK noted no concerns with the date of 28th October which avoided the BDS AGM weekend and Paard & Koets. This has been published in the Yearbook.
9	<p>Correspondence</p> <ol style="list-style-type: none"> Email from the Chairman of the International Teams Committee re BC contribution to international teams: MK noted that at a previous Council meeting, it had been agreed to award all teams £600 towards their officials' expenses. The Pony Chef d'Equipe had requested additional funds for the ponies as they had numerous additional personnel given the size of the team and it had been agreed to raise this to £1,000. After some discussion, it was agreed to leave the sums as they are at present. CS noted a conflict of interest and highlighted that the YDs did not receive this money. It was noted that there was no logical reason for this now that they were attending recognised FEI championship events. CS will write to the YD's Chef d'Equipe. Email from members re reasons for Novices failing to progress to Intermediate: This e-mail noted a number of reasons which prevented progression. CS suggested replying to highlight the new rule about marathon carriages, that the membership review is a work in progress and the planned introduction of day tickets. Council will bear the e-mail in mind for future discussions. FC noted that Germany allow pneumatic vehicles up to the equivalent of intermediate. No valid reasons were noted to disallow this idea. JB noted that a further barrier would be presented to progress to Open. DW felt a rule change was being considered for a very small minority. He noted that clubs allowed Pneumatic tyres but no-one generally used these. JB felt people should be encouraged to buy the correct kit initially. CS suggested that this issue was one that needed to go to the Rules committee for a recommendation to Council at a future date. This was agreed. Letter from Marcus O'Lone re Sandringham finances: This noted that Sandringham had been running at a loss for 3 years and the reserves had run out. CS noted he had replied in general terms but felt a further response was required to the OC noting that initiatives had been introduced to increase entries should they wish to adopt these. He also queried whether BC should assist events which were struggling financially. He noted the Sandringham course costs seemed higher than at other events. It was suggested that events could be given financial support for a defined purpose identified from the surveys e.g. offering stables or an electric hook up although the latter may carry a H&S risk. CS summarized the discussion and it was confirmed that a cash hand out was not an option. He suggested BC offer whatever other assistance could be identified and were looking at creating a contingency fund to provide money to create a direct competitor benefit. CS will speak to Philip Bateman or Jeannie Lane first and then offer to have a meeting with Marcus O'Lone. Letter from Swingletree Photography re charging BC for use of photographs: It was agreed that it would be inappropriate to agree to pay for photographs as suggested by Swingletree as a tender would be required if an official photographer was to be appointed. It was agreed that MK would reply noting that BC wish to continue the present arrangement. MK noted her suggestion at the 2013 Event Organisers Meeting, that each event appoints a designated official photographer who, in exchange for supplying images to BC and the event, would have their work advertised to the competitors.

	<p>Considerable discussion ensued with the final suggestion being to create a panel of official photographers who would require to complete an annual Risk Assessment and agree to make their images available for use by BC and the event organisers. They would have access behind the tape for obstacles and arena presentations to enhance their photographic opportunities and their images would be promoted to competitors in programmes, event paperwork, Social Media etc. Bibs will be issued, on completion of registration at the start of the year detailing the events they plan to attend, identifying individuals as having been accepted onto the official panel of BC photographers. FC volunteered to prepare the Risk Assessment for the photographers to complete.</p> <p>CS noted that problems may occur if non official photographers attended events and sought to obtain access to restricted areas and suggested that event organisers would have to be willing to assist with the organisation to make it work. MK suggested putting the official photographer in the event risk assessment and this was considered appropriate. MK will contact the event organisers to request their assistance.</p> <p>It was noted that the photographers would have to comply with requests from the event organiser, Safety Officer and senior officials regarding their shooting location.</p> <p>This was proposed by BF, seconded by AF agreed unanimously.</p> <p>5. Letter from Horse Pairs Chef d'Equipe re RWHS invitations: to be discussed under item 16.</p> <p>6. Email from Lindsay Falloon re RWHS entry and permission to enter foreign international events: Further aspects of this discussion were deemed to be confidential by the British Carriagedriving Council.</p> <p>7. Email from Linda Appelbe re permission to enter Intermediate events based on her past experience in Rep. of Ireland: Further aspects of this discussion were deemed to be confidential by the British Carriagedriving Council.</p>
10	<p>Biosecurity Project - Communications in the Event of Disease (BEF meeting)</p> <p>MK noted she had received confirmation that this meeting would take place on 1 March 2017 from 13:00-15:30 in The Hayloft, Farmers Fayre, Stoneleigh Park CV8 2LZ. AF volunteered to attend on behalf of BC. CS felt it was appropriate to send a representative as it was an important issue and to increase engagement with the BEF.</p>
11	<p>All aspects of this discussion were deemed to be confidential by the British Carriagedriving Council.</p>
12	<p>Safeguarding Update</p> <p>CS noted this had been very demanding recently and will need an information sharing agreement reached through the BEF. Clubs have been asked to supply details of their Safeguarding Officer via their affiliation forms and some of our procedures may need to be changed. The new e-mail address safeguarding@britishcarriagedriving.co.uk will create a paper trail for correspondence. Cs noted the issues surrounding YDs had not yet been addressed.</p> <p>MK asked what action she should take regarding clubs that have not sent these details. CS suggested a reminder in the first instance. AF queried the requirements for UKCC as currently coaches do not have DBS checks. The question of how often these had to be done, who applies for it and for whom do we apply were considered. AF will contact John Anslow in the first instance. JB felt it was necessary to make the importance of safeguarding issues clear to officials to avoid situations where they could be accused and suggested this should be attached to the clinic programme. If all coaches/trainers need to be checked that are training at either club or BC level, the cost will be debated after the need to have these is established.</p>
13	<p>Appointment of Selection / Ratification Panels</p> <p>Single Horse: FC and CS noted a conflict of interest and left the room. JB stepped into the role of Chair for this discussion.</p> <p><u>Single Horses</u></p>

	<p>Chef d'Equipe or Team Trainer: Jeff Bannister</p> <p>Council Representative: Dick Lane</p> <p>Council Nominee: Anna Grayston</p> <p><u>Horse Fours</u></p> <p>Chef d'Equipe or Team Trainer: Boyd Exell</p> <p>Council Representative: James Broome</p> <p>Council Nominee: Richard Margrave</p> <p>FC and Cs returned to the meeting.</p> <p>MK will write to the Council nominees proposed above to seek their agreement to these appointments.</p>
14	<p>Progression to International Competition – Annex 16 4.11 – ref. Council minutes 16/6/16 15.3 (c)</p> <p>CS reminded Council of the background of this issue and suggested there should be no requirement for Council approval to compete abroad. Instead, he proposed completion of 2 2* events in Britain with a WC qualifying score as the defining criteria from 1/1/18. CS noted this had the advantage of making drivers plan ahead and support British events. After some discussion, AF formally proposed CS's suggestion which was seconded by JB and agreed unanimously with the proviso, suggested by DW, that the Chefs d'Equipe are consulted to ensure that they are content with it.</p> <p>FC asked if 2 completions at one event counted for qualification and MK asked if one pair and a single would count. It was agreed this was for the rules committee's interpretation. An HC entry does not count.</p>
15	<p>Selection classes at international events with an alternative Advanced Class</p> <p>It was noted that Hopetoun was the only event, at present, to offer drivers the option of an Advanced class or comparable FEI 2* class. It was felt that, for the purposes of selection, only results from FEI classes will count for selection. This was proposed by BF, seconded by JB and agreed unanimously.</p>
16	<p>RWHS Invitations</p> <p>MK had circulated the details of the eligible drivers prior to this meeting. She noted the number of invitations would not be confirmed until the schedule was published and that RWHS usually prioritised Horse Fours.</p> <p>CS noted the Horse Pairs Chef d'Equipe had previously offered a varied list of options for choosing who was invited to RWHS in Horse Pairs and had approached Council again having now prepared a list of those he wished to invite. The Chef d'Equipe for the Pony Fours had also raised concerns about which Pony Fours drivers would be invited. After some discussion, JB proposed issuing invitations to the National Champion then the top 3 drivers (excluding the National Champion), of those eligible in the Fenix Driver of the Year Points League, which would, if we received 12 invitations, result in 4 from each class. This was seconded by BF and agreed unanimously. Additional invitations will be negotiated with the Chefs d'Equipe should there be more than 12.</p> <p>Further aspects of this discussion were deemed to be confidential by the British Carriagedriving Council.</p>
17	<p>RWHS Team Selection</p> <p>MK noted a team of 3 would be invited to participate in the CAIO 4*-H4 at RWHS. It was agreed that this should comprise the National Champion and the highest placed driver in the Fenix Driver of the Year table (excluding the National Champion). The 3rd place will be selected by the selection and ratification panel.</p>
18	<p>SDF offer of funding for club training</p> <p>CS noted that the requirement for UKCC trainers was negotiable and suggested this training could be run in conjunction with "have a go days" with some additional BC funding. CS felt a Council member needed to take responsibility for liaising with the clubs and AF volunteered to do this. CS will write to the SDF noting that AF will be in touch. The funding will help towards the cost of the venue and hire of suitable trainers. AF noted</p>

	<p>provision of a suitable turnout could be an issue. The event will need a Risk Assessment to be completed and the turnout will need to be assessed. MK asked if the existing club grant could be awarded in addition to the other £500 and this was agreed. MK will write to the clubs once the SDF funding is confirmed in this format.</p>
19	<p>Insurance Update and Membership review</p> <p>CS revised the position so far and referred to the table he circulated yesterday. CS and BF will firm this up for the next meeting. A consultation will then go to the membership which can be referred to the insurers before the renewal date. CS asked for comments before the next meeting.</p>
20	<p>Hospital and Medical Care Association cover</p> <p>CS noted the cost of offering additional personal accident insurance had been too great to add to memberships when this was investigated last year. By coincidence, a letter had been received offering bolt on policies. It would be possible to discontinue the Personal Accident element of our existing policy and offer bolt on policies which could be purchased as required with membership. Council agreed this would be a good way forward and CS will speak to Howdens, our existing brokers, to give them the option to offer the same cover. The benefit of a group policy in reducing costs was noted. This was proposed by DW, seconded by JB and agreed unanimously.</p>
21	<p>Merchandise</p> <p>JB reported that this was still work in progress.</p>
22	<p>Finance</p> <p>BF reported calls with our bookkeeper and David Titmuss who have passed on useful information. BF noted David Titmuss had offered to finish the 2016 accounts. BF will prepare budget for the next meeting.</p>
23	<p>Committee Reports</p> <ol style="list-style-type: none"> 1. F&GP: Nothing to report. CS will work on increasing meeting frequency. 2. Competitions: JR has completed the revised evolution test for use in a 100m arena. MK requested a copy. <p>It was agreed to allow event organisers to split the pony class if entries justified this. Small ponies, where the driver wishes to compete without a groom on the carriage, will follow the indoor rules of 10.2hh as the maximum height of the pony.</p> <p>Probationary officials Robert (Bobby) Simson, Gordon Watson and Nigel Hodgson were approved and their appointment to the officials list formally proposed by DW, seconded by FC and agreed unanimously.</p> <p>It was noted that retired international officials, wishing to continue to officiate at National events, were required to attend National clinics. It was agreed that this was not necessary for any retiring this year but they would be reminded that attendance was required in future years.</p> <ol style="list-style-type: none"> a) Start fees for Junior Competitors at Nationals: After some discussion, it was agreed to set £20 as the start fee for YDs not competing in the National event. Concerns were expressed regarding the choice of venue as this event took place during term time. DW noted that Midlands were still willing to host a YD event. b) Evolution Qualification: Organisers of Goodwood had asked if all drivers in evolution classes should qualify for the National Championships. It was noted the intention of this class was to develop new drivers and keep the championships for those that were new to the sport. It was agreed to make no change to the existing rule. 3. Rules: CS noted nothing new to report. 4. Judges: Philippa Thompson sent the following report: <p>Further aspects of this discussion were deemed to be confidential by the British Carriagedriving Council.</p> <p>The new dressage test for Open Single Pony / Horse, written by James Rooney, was approved by the Judges Committee and therefore needs to be ratified by</p>

	<p>Council. The test has also had a small consultation process with Open drivers who are all very positive. Council were unanimous of their approval of the new test and asked MK to publish this on the web-site.</p> <p>5. Health and Safety: Other than item 7.2 there was nothing further to report.</p> <p>Working Groups</p> <p>6. Training: AF noted 8 UKCC candidates were currently undergoing their Level 2 courses with one candidate from the BDS who was keen to encourage cross over between BDS and BC. JR noted the Officials clinics are all organized.</p> <p>7. Public Relations: JB noted he had nothing more to report.</p>
24	<p>Any other reports</p> <p>1. Office: MK had circulated a report before the meeting. Additional points were the request at short notice to supply someone to speak on Radio 2 on the Chris Evans Show. She suggested Anna Grayston as current World Champion Pony Pairs driver. From the feedback on Facebook, this had been a very successful interview.</p> <p>2. Sport 80: MK had circulated copies of reports from the preliminary meeting with Sport:80 and noted this had been a very positive meeting. She had contacted 2 of their existing clients: British Fencing and British Wrestling. Both had been very positive regarding the benefits of working with Sport 80.</p> <p>CS felt this was a very exciting prospect which offered cost savings of the office assistant and database maintenance which would help fund the new platform. It was agreed to arrange a meeting between Council and Sport 80 and invite the affiliated clubs to attend. CS asked for questions to be submitted in advance.</p> <p>3. BEF Strategy Meeting: Yesterday, CS and MK attended a meeting with other MB's representatives and the independent Consultancy Firm Portas, appointed by the BEF to identify their strategy for the next 4 years.</p>
25	<p>Dates and venues for 2017 Council meetings</p> <p>CS suggested BC meeting am, Sport 80 at 2pm and then some discussion time after the meeting. MK will book a later flight to facilitate the longer meeting. Wed 22nd March was the date agreed.</p>
26	<p>AOCB</p> <p>BEF Stewards - BEF Appeals & BEFAR Hearings: MK noted that we had been asked to review our representatives from BC on the current list of BEF Stewards and Legally Qualified Chairs held by the BEF for dealing with BEF Appeals and BEFAR Hearings. BC are currently represented by Peter Bridson and David Taylor. The BEF are looking for people who have a general understanding of rules, although they will not be asked to officiate in their own discipline, and may already have experience on disciplinary/appeal committee or mediation at national level. They note a legal background is very useful or someone with logical thought process skills and discretion. CS will be added and MK will ask Peter and David if they wish to remain.</p> <p>Memorandum and Articles Revision: Peter Bridson reported that the amendments have been drafted in track changes and discussed with the Chairman. He plans to send them shortly to HMRC to check it will give us the result previously refused. CS noted this arose over irrecoverable VAT which we can reclaim without being a charity if we make changes to the M&A.</p> <p>Garden Party at Buckingham Palace: Her Majesty has kindly invited 4 representatives of British Carriagedriving to attend her Garden Party on Tuesday, 23rd May, 2017. Newly appointed members of Council are invited and AF noted she was happy to accept. The second invitation will be extended to DL with BF's name carried over to the following year.</p> <p>Account Signatories: MK noted the need to update the account signatories. The bank had informed her that their policy had changed. It was now necessary to have either one signatory for all on-line payments and cheques irrespective of the amount or 2 signatories for both. At present, we have a limit of £500 for single signatory cheques but no limit for on-line payments. The one signature option was proposed by BF, seconded by CS and agreed unanimously.</p>

<p>Sport England Investment Guides: CS felt these were aspirational. JB suggested approaching Anne Clarke, who put the Driving Back to Sport bid together, in the first instance. CS noted the short deadlines. CS will have another look to see if it's worth taking any of these further.</p> <p>Council Co-options: FC asked how long co-options lasted. CS noted these were for one year but he hoped that the co-opted directors would stand for election later this year.</p> <p>As there was no further business, the Chairman closed the meeting at 3.30pm and thanked the directors for attending.</p>

Signed _____

Date _____

Chris Smith: Chairman British Carriagedriving