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British Carriagedriving Council Minutes

Donington Manor Hotel, High Street, Castle Donington, DE74 2PP.

Thursday 16th November 2017 at 9.30am

1	<p>Present at the Meeting: Patti Atkinson, James Broome, Angela Flanagan, Jane Isaac, Dick Lane, James Rooney, Chris Smith and David West.</p> <p>Apologies were received from Ben Freer who joined the meeting by phone for some agenda items.</p> <p>The Chairman welcomed PA to her first meeting. He noted that a few items would be taken out of order to accommodate items to which BF wished to contribute.</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.</p>
3	<p>Minutes of the previous meeting</p> <p>The minutes of the previous 2 meetings were proposed by DW, seconded by JI, and agreed as a true record of the meetings.</p>
4	<p>Matters arising</p> <ol style="list-style-type: none"> 1. Social Media Strategy: CS noted this had been mentioned at the Conference. BF asked to defer further discussion until the next meeting. CS suggested that BF put a note on Social Media before the next meeting so levels of interest can be gauged. 2. Memorandum and Articles Revision: CS noted we were awaiting a reply from HMRC although the resolution had been approved at the AGM. CS noted we needed to enquire whether or not money received in the form of private (i.e. non commercial) 'sponsorship' could be treated as a gift and, therefore, be included for Gift Aid and queried if this can be used to benefit events if BC collected such donations centrally. JI will investigate this as she believes that SCDA already has this benefit for Hopetoun. 3. Selection and Ratification Panel for Combined Ponies: CS noted Jill Holah has indicated she will continue at present as Chef d'Equipe for the ponies. JB proposed asking Karen Bassett as she had been on the Selection and Ratification panel for 2017 and this was agreed unanimously. JB was proposed as the Council representative by JR. This was seconded by DW and agreed unanimously. 4. Selection Events for 2018: recommendations from the Event Organisers Meeting: The e-mail from PA was noted under this topic. CS noted the comments forwarded by the event organisers and the opinions, expressed by a member at Conference, who felt the opportunity to protect a qualifying dressage score was an advantage of not using Hopetoun as a selection event. CS also reported that he had contacted the single horse chef d'equipe who had said that in his view it was important not to use both 2* events as selection events but had not expressed any preference for which should be used. BF felt that drivers would attend Hopetoun anyway to achieve their dressage score. JI noted additional warm up facilities had been negotiated although CS noted that the original decision had not been based on facilities provided. JB and JI declared a conflict and left the room for the vote. The event organisers had proposed Ashfields and the 2 2* events (Hopetoun and Sandringham). An alternative of Ashfields, Hopetoun and Cricklands was suggested. Further discussion ensued around the various options including the possibility of Sandringham being used as a

	<p>team building event which PA noted had been suggested by the Chef d'Equipe for Single Horses. By a majority vote of 3 to 2, Ashfields, Hopetoun and Cricklands were agreed as the selection events for Single Horses in 2018.</p> <p>CS declared a conflict of interest regarding the use of Lowther as a selection event for Horse Pairs. CS noted he had discussed options with George Bowman IV and noted a clash with the YD European Championships and GB IV agreed this would be an undesirable conflict. CS left the room due to a conflict of interest. DW proposed that the pony selection classes remain at the NCs. This was seconded by DI and agreed unanimously. There was no proposer to move the first Horse Pairs selection event from the NCs so this decision remained as agreed at the last meeting.</p> <p><i>After the meeting the chairman notified the Single Horse Chef d'Equipe of this decision. In response council received an e mail from the chef d'equipe indicating that he did not in fact intend to use Sandringham as a team building event and that his strong preference was for Sandringham rather than Hopetoun to be used as a selection event. In the light of this council voted (by e mail) by a majority of those eligible to vote to revert to the original decision.</i></p> <p>5. Photographers Policy and liability insurance: It was noted that Frank Campbell had not updated this. CS asked MK to make the necessary changes. The question of liability insurance was raised and it was felt that this was desirable. It was noted that a tick box was required to confirm proof of liability insurance, noting that this may require to be supplied to the event organiser on request and this must remain current throughout the season.</p>
5	<p>Correspondence</p> <p>1. Email from a member re reinstating the end of season ball: CS asked who would carry the financial risk. DW felt that it was a good idea but clarity of the finances was required. CS felt if BC was to carry the risk a budget was needed and suggested a Survey Monkey to research levels of interest. CS felt we should respond to say BC is keen to support this but a budget was needed and a survey could assist in producing this.</p> <p>2. Letter from a member re National Championships venue: CS noted the points raised regarding the venue for the NCs. CS will respond assure her that her points will be considered when the tenders for the NCs are being considered. CS will note the ongoing discussion following earlier correspondence.</p> <p>3. Email from a member regarding publicity and associated issues: CS noted that many of the points in the letter were relevant. Further aspects of this discussion were deemed to be confidential by the British Carriagedriving Council. CS will respond to note what future plans regarding Social Media are being considered as a new approach is required. The lack of a photographer at the AGM was noted. CS felt that some of the event organisers would not welcome their feedback being generally shared. The suggestion to make the role of Treasurer an ex officio member of Council was noted and will be added to the agenda for the next meeting. CS felt that BF was keen to be involved with Council matters so a voting position may be preferred.</p> <p>4. Email from the Chairman of the International Teams Committee: CS noted 2 issues. Firstly, the choice of the 4th person for a championship team was considered as the individual driver was to be chosen on points under the current system although some difficulties have now been identified with this arrangement. A proposal to select the individual driver had been made. DW asked if Council would have the power of veto. JB asked if there was an understanding that the 3rd team member should be selected on points unless there was a strong reason not to do this. DW felt the Chefs d'Equipe understood this although it was not in writing. CS felt that criteria for selection of the 3rd and 4th team members should be detailed as this will impact on entries to GBR events. DL suggested specifying that at least one selection event should be contested in GBR by any drivers hoping for selection by the Selection and Ratification Panel. It was felt that this would increase transparency for the selection process. CS noted that the existing provision was that if the panel was unanimous in their decision, it would not come back to Council. JB proposed that the proposal from the Chairman of the International Teams Committee was supported with the proviso that to be eligible for selection (either as the third team member or the individual) a driver must have driven at at least one GBR selection event. This was seconded by DL and agreed unanimously.</p> <p>The second point referred to the suggestion that training plans should be enforced more strictly. JB felt that attendance at training camps did not necessarily justify the effort and</p>

	<p>expense in the resulting performance improvement. It was felt that the proposal did not in fact require attendance at team training camps but that if it was accepted this would indicate a willingness to cooperate with the Chef d'Equipe. JB proposed agreeing to the suggestion of amending the paperwork as suggested. This was seconded by DW and agreed unanimously.</p> <p>PA suggested proposing a vote of thanks to Derrick Mayes who indicated he wished to retire. CS asked if a formal Chair was needed for this committee and suggested this was not required as he had spoken to Jill Holah who was willing to act as the point of contact with Council. MK will write to Derrick on behalf of Council.</p> <p>5. Email from a member re selection events: JB proposed asking the Chefs d'Equipe to make a recommendation which will be taken into account by Council when coming to their decision. DL felt the drivers' input should be considered. BF noted by e-mail that the Chefs may be able to identify events which could reflect a championship venue which would be an advantage. DW seconded JB's proposal and this was agreed unanimously.</p> <p>6. Email from an event organiser regarding a member's complaint: Further aspects of this discussion were deemed to be confidential by the British Carriagedriving Council.</p> <p>7. Email re National Championship equipment: It was agreed that part of Ian's costs should be reimbursed for reclaiming his own equipment. MK will respond to Ian and ask him to obtain quotations for the cost of transportation.</p> <p>8. Email from Patti Atkinson: Discussed under item 4.4.</p> <p>9. Email from Frank Campbell: This will be discussed under item 6.</p>
6	<p>Committee Composition</p> <p>F&GP: CS noted F&GP currently consisted of himself, BF and JB with Barry Hilditch asked to remain for one year to add his experience and continuity. For 2018 this will now be CS, BF and JB.</p> <p>Competitions Committee: CS noted he was happy to support Frank's request to remain on this committee. DW agreed to take on the role of chair and retain the existing members DL and JB. DW asked if he could add another member to represent the lower end of the competition spectrum and this was agreed, subject to Council approval.</p> <p>Rules: CS will retain the Chair of this committee with the other members being George Bowman Snr, Philip Bateman and Andrew Counsell</p> <p>Judges: Philippa Thomson is Chair. JR suggested the existing structure was retained and this was agreed.</p> <p>Health and Safety: Currently Peter Bridson, Tony Bache and Frank Campbell comprise this committee. CS felt a Council member would be desirable and asked for volunteers. DW agreed to represent Council on this committee. CS agreed to ask Frank Campbell whether he wished to remain on this committee.</p> <p>Training: This will remain unchanged.</p>
7	<p>Class Representatives</p> <p>Sarah Meredith had agreed to take on the role for the Single Horse Class which was agreed unanimously by Council.</p> <p>Sue Mart had indicated that Rosanna Walters-Symons had agreed to take on this role for the Single Pony Class and this was approved unanimously.</p>
8	<p>Senior Points League</p> <p>BF had noted by e-mail that he felt this would be difficult to administer. CS recorded his thanks to Louise McCutcheon who had prepared a document looking at a wide variety of options. CS suggested adding the final scores of all completed events and dividing by the number of events to produce an average. It was noted that this could be won on one event. After some discussion it was agreed to go with option 5 in Louise's proposal where there will be one Senior Points League which includes all competitors in all classes. Drivers will be eligible from the year they reach their 60th birthday.</p>
9	<p>Tender document for 2018 National Championships</p> <p>CS noted he had circulated the draft tender document which BF and DW had helped prepare. The following points were agreed:</p>

	<ul style="list-style-type: none"> the tender will be offered initially for one year. the welcome letter should reflect the fact that it is a BC event and a programme should be printed with a welcome from the Chairman. no comment is needed regarding pricing for bar and catering. the current wording for the marathon distance will be retained with an amendment to have Section B as close to the maximum distance as possible. there will a requirement to have at least one Council member involved with each prize giving. that the event would not receive any contribution from start fees but BC would reserve the right to invest money into any relevant aspect of the event organisation. Further aspects of this discussion were deemed to be confidential by the British Carriagedriving Council. the tender will include a note that it is preferred to have electric hook up and stabling offered. a box will be included asking for details of additional aspects of the event to make it a championship venue, with a list of potential points which BC would expect to be covered. in future years, consideration will be given to the number of events on the same site although 2 events will be accepted in 2018. <p>CS will finalise the tender document and it will be sent to event organisers as soon as possible after its final review.</p>
10	<p>Finance including start fees for 2018</p> <p>BF noted that there was a difference between the start fees charged for National and Regional events which he felt was not justified. DW proposed making them the same as 2017 with Regionals increased in line with National Events. This was seconded by JR and agreed unanimously.</p>
11	<p>2018 Training Clinics</p> <p>At the pre-season training event at Cricklands on 9th / 10th March, Christina Woollacott will lead a training day for club judges.</p> <p>AF noted she had booked Arena UK to run a clinic for people who wished to start judging at club level. She sought funding from the SDF and hoped this would be matched by BC as the cost of the arena is £800 + VAT. Live turnouts and feedback from experienced judges will be available and prospective judges invited to bring writers. This will take place on 27th January. Lunch will not be included although tea and coffee will be provided. CS suggested local clubs, who would benefit from more judges, might be willing to contribute. AF noted that a maximum of 36 delegates can be accommodated. CS suggested charging £30 for 18 delegates which would raise around half the money. He felt that BC and SDF could share the balance. It was noted that the experienced judges and drivers may need expenses and AF into the reference to parking charges in the small print. PA proposed that BC commit to a maximum contribution of £300. JI seconded this proposal which was agreed unanimously</p> <p>AF noted a stewards clinic at Bennington 3rd Feb and on 10th February there will be a backsteppers clinic. AF will send MK details next week.</p> <p>JR reported that Philippa Thompson was working on details for a club judges clinic in the North. JB suggested running a repeat clinic at Bury Farm in Nov 2018 as the arena was already booked. AF suggested another venue could be in Scotland at Morris Equestrian Centre if a date could be found out of season. JR will confirm dates and venues for the CD clinics within the next 10 days.</p>
12	<p>Torch Trophy Trust - Awards Nominations 2018</p> <p>Further aspects of this discussion were deemed to be confidential by the British Carriagedriving Council.</p>
13	<p>Journalist of the Year</p> <p>MK noted the BEF awarded this annually and had requested nominations. Further aspects of this discussion were deemed to be confidential by the British Carriagedriving Council.</p>
14	<p>Committee Reports</p> <ol style="list-style-type: none"> F&GP: CS noted there had not been any meetings recently although a meeting is planned in the near future. Competitions including Breckland request to hold YH and Evo qualifiers: DW noted that Ashfields was hosting a Novice Qualifier at a club event followed shortly by Novice classes at the National event, giving local drivers an increased option to qualify. It was agreed that this was not ideal but not a major issue.

	<p>DW felt that the qualification classes requested by Breckland should be approved. It was felt that approval should be conditional, as this is a new club, on the schedule detailing sufficiently experienced officials as noted in Annex 18 of the BC Rule Book.</p> <p>3. Rules: CS noted the FEI had sent a revised draft of the rules. The driving Committee had taken on board feedback from the NFs, including those we submitted. Talking in cones remains, as does the change in marathon penalties and the option of an arena based warm up to replace Section A has been introduced. Clarification on back and body protectors has been added and the second transfer removed. Young drivers will retain the option to include horses in the team. CS will prepare a note for the next meeting, after discussion with the Rules Committee, to consider which rules will be adopted by BC.</p> <p>4. Judges: JR noted that a further application for a probationary judge had been received from Yvonne Blachford who was a ridden dressage judge but had no driving experience. AF noted plans to provide her with experience at Midlands Carriagedriving events and her approval was agreed unanimously.</p> <p>JR reported that a new test to replace BHDTA 1A (2009) had been received but will not include canter. MK noted she could list this in the Yearbook if it had a name, even if it was not yet written and BC Test 2 100 (2018) or BC Test 2 80 (2018) were agreed as the nomenclature for the new test. AF will send suggestions for the content from the recent UKCC meeting.</p> <p>5. Health and Safety: No report received.</p> <p>Working Groups</p> <p>6. Training: AF reported the UKCC Level 3 team met and discussed issues with unqualified coaches and the options for the new dressage test. Despite difficulties, UKCC will continue rather than create a bespoke programme for BC. AF will attend a meeting regarding this next week.</p> <p>DW asked about the progression of CDs and TDs wishing to gain experience at National events and suggested a 2 step process via Regional events should be introduced. MK will add an extra category to the Officials List.</p> <p>DW proposed Malcolm Aickin as a Regional TD. This was seconded by JR and agreed unanimously.</p>
15	<p>Any other reports</p> <p>1. Office: CS asked if anyone had suggestions for Yearbook articles. MK noted biosecurity, the action of common driving bits and a report from Minden had been arranged so far. MK asked if JB's article should have a disclaimer. CS suggested including the wording, "Advice in this article reflects my own practice but if in doubt seek veterinary advice," and MK will add this to JB's article.</p> <p>2. Event Organisers Meeting: MK had circulated the meeting notes. Selection event issues and start fees have already been discussed. The need for a second scoring licence was agreed. JB noted that the system allowed you to practice but not print although PA noted it was helpful to have this ability as it was this stage which often caused problems. PA proposed a second licence is purchased which was seconded by DW and agreed unanimously. The 200 Club will be asked if they can contribute.</p> <p>CS noted the agreement to look into the lack of a rule to specify what happens if a person leaves the cones arena. CS will consult with the Rules Committee. CS noted it would impose a requirement on the event organiser to mark the edge of the arena. DL felt that the intention was to avoid elimination unnecessarily.</p> <p>3. Affiliated Club Meeting: MK had circulated the meeting notes. CS noted it was difficult to impose rules onto the clubs but, through collaboration with the larger clubs, a set of guidelines to standardise the processes for clubs regarding competence assessment and class progression would be an advantage. CS noted this would be for the 2019 season due to the time needed for consultation.</p> <p>CS noted the suggestion of offering the indoor champion a ticket to enter the National Championships. CS noted this was a good idea in principle but had problems with the transition to the demands of outdoor events. An entry to the Evolution class had been suggested but CS felt this might produce someone who would be too competent at the that level of competition. JI suggested a free entry for the Novice Horse and Pony Indoor Champions to the Evolution class and this was agreed. DL will take this proposal to Dick</p>

	<p>Carey. It was noted that Indoor novices are classified as not having competed at an outdoor National. Entering a National or Regional event during the following season would not preclude them from entering the Evolution class at the Championships.</p> <p>4. Saddlers Meeting: AF attended on behalf of BC and confirmed that the training grant and prizes had been approved. She noted the request from the Company to include saddle or harness fitting in the 2019 training bid. AF noted she had suggested a stand at the National Championships to highlight harness fitting. JB suggested Bury Farm and PA suggested Bywell as additional venues.</p> <p>5. BEF Council meeting and overview of the General Data Protection Regulation: CS noted he had attended a BEF meeting dealing with this topic and action was needed by BC to be compliant with the proposed new GDPR. He will circulate this document to Council and this will be added to the next agenda. The need for events to manage data also needs immediate attention as BC might be fined even if it is an event that transgressed. CS felt clubs were independent although the issue around clubs was a greyer area.</p>
16	<p>Dates and venues for 2018 Council meetings</p> <p>CS asked for views regarding weekend meetings. He noted MK did not work weekends. While most Council members agreed they could attend a winter meeting at a weekend, it was agreed that midweek meetings were preferred. JI noted she cannot do weekends as there are no return flights on a Saturday. It was agreed to keep midweek meetings but move the venue, hopefully nearer BF in Birmingham and one in the north. MK will organise a Doodle poll for the weeks beginning 14th and 22nd January.</p>
17	<p>AOCB</p> <p>MK asked for confirmation that the newsletter and membership renewal form should be sent to members by e-mail where possible and this was agreed. She noted that this may impact on the 200 Club as the letter inviting members to join was included with this mail shot.</p> <p>MK asked for confirmation of the new membership categories which qualified for a deduction on a club's affiliation. It was agreed that Young, Associate and Full would be retained and International added.</p> <p>PA suggested writing to Ian Gilbert and Barry Hilditch to thank them for their additional contribution to F&GP and Competitions Committees.</p> <p>CS referred to an e-mail from David Smith, highlighting issues with the differences between withdrawal and retirement, which meant you were unable to enter the cones if you did not start the marathon. It was agreed to keep the rule as it was at present which is in line with the FEI.</p> <p>CS raised the issue of sponsorship and reiterated his desire to create a good sponsorship package. PA noted the incentives offered through the sponsorship opportunities at the Northumberland County Show. Options to put company logos on paperwork, competitor numbers or T-shirts were noted. CS felt BC should be trying to find a principal sponsor who would contribute to the whole series of events. JB noted that commercial sponsors had to put proposals above a predetermined amount to their boards and identify measurable targets which would be difficult to achieve in a small sport such as driving trials. CS drew attention to the need to identify what is on offer for sponsors in 2018 which was the immediate concern. JI noted how she offered a hospitality marquee with lunch at Hopetoun. PA felt this can work even if the sponsor is a competitor. JB felt this could be an option for BC to offer this at the NCs or to contribute towards the marquee offered by the organiser. It was agreed that an addition would need to be added to the tender document. JB felt that BC could offer to fund it as long as the organiser made the arrangements. Further aspects of this discussion were deemed to be confidential by the British Carriagedriving Council.</p> <p>As there was no further business, the Chairman closed the meeting at 3.30pm and thanked the directors for attending.</p>