

British Carriagedriving Council Minutes

Meeting by Conference Call

Wednesday 24th February 2021 at 6.30pm

1	<p>Present at the on-line meeting: Patti Atkinson, James Broome, Angela Flanagan, Rod Holdsworth, Jane Isaac, Dick Lane, Jamie March, James Rooney and Chris Smith.</p> <p>The minutes were taken by the Executive Officer, Mary Kusin.</p> <p>Apologies were received from Dan Naprous.</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 meeting were proposed by PA, seconded by JI, and agreed as a true record of the meeting.</p>
4	<p>Matters arising</p> <ol style="list-style-type: none"> Risk Register: One additional risk to be added is the possibility of complaints being lodged against BC. CS proposed that this document is adopted, with the addition identified, reviewed annually with standing Council items reviewed on the specified time frame to mitigate any risks. AF seconded this proposal which was agreed unanimously. External review of the Safety Policy: The company will respond shortly. Marketing and Future Members: Being dealt with by "The Way Forward Discussion". Review of Officials List: To be reviewed after the clinic which is going to be attended by the maximum number of delegates. Single Horse Dressage Tests: The decision to run two Advanced classes, taken at the last meeting, has been discovered to present problems for existing FEI 2* events as drivers may only drive the FEI 2* test. It was agreed that a review of this decision can be deferred to 2022 as Sandringham intends to run as a 3* event this year and can therefore offer 2* and 3* tests, and Hopetoun will run as a national in 2021. <p>The new FEI dressage tests are now published in their final format.</p>
5	<p>Correspondence</p> <ol style="list-style-type: none"> Email re 100th birthday song: A reply will be sent to agree to his request for support with his plans and wish him luck with the project. Letter from a member regarding progression to H2: There has been a lack of competition opportunities due to Covid which has hindered drivers hoping to progress. RH proposed that an exception was made to the rules to enable progression to Horse Pairs for this driver. This was seconded by JR and agreed unanimously.
6	<p>Decisions ratified by email</p> <ol style="list-style-type: none"> After representation from the Chef d'Equipe, it was agreed to leave the selection classes for P1 and P2 at the May event, to avoid clashing with the test event for the championships at Le Pin au Haras.
7	<p>Finance</p> <p>The January balance sheet and income and expenditure had been circulated. It is too early to see a trend to know if the memberships and affiliations are likely to reach the budget targets.</p>

	<p>If the Covid restrictions are relaxed, it is hoped that events will be able to run. Financial support for events was discussed. Clubs and events may require assistance and areas where support can be offered by BC need to be identified. Some events may have no additional costs due to the reduction in the running costs of a paper free event. RH will prepare a budget. The event organisers will be approached to identify areas where financial support may be required. A Zoom meeting will be convened with the event organisers to enable a decision to be taken at the next Council meeting.</p>
8	<p>Committee Reports</p> <ol style="list-style-type: none"> 1. F&GP: A meeting took place although minutes have not yet been prepared. A better system has been devised for BC email addresses. 2. Competitions: A report was submitted in advance. Terry Logan has been added to the officials list as an FEI TD. 3. Rules: The FEI document had been circulated to Council asking for any suggestions for any FEI rule changes. It was agreed that there were no suggestions from BC. Any changes by other NFs will be available for comment in due course. Amendments to create a more cohesive disciplinary policy in the Rule Book had been circulated. Comments should be sent as soon as possible to enable approval to be confirmed by email. 4. Judges: The Judges committee noted that the FEI are removing one handed movements, as well as the initial halt when entering the centre line at the beginning of the test for single horses in 2021. This will also be included in FEI single pony tests from 2022. It is anticipated that all tests are in 80x40m arenas. CS proposed that references to one handed circles, the initial halt and any associated text were removed. This was seconded by AC and agreed unanimously. A note will be added to the website explaining the rationale for these changes. 5. Health and Safety: The Safety Committee are reviewing the latest Covid guidance. <p>Working Groups</p> <ol style="list-style-type: none"> 6. Training: Nothing to report.
9	<p>Other reports</p> <ol style="list-style-type: none"> 1. Office: An amendment to our privacy may be required. This will be discussed in more detail at the next meeting. 2. Safeguarding: Report submitted in advance. 3. Equestrian Safety Group: Nothing to report. 4. Equality and Diversity: Nothing to report. 5. Social media Strategy: A system has been put in place to enable posts to be coordinated between the BC website and official Facebook page. PA expressed thanks for the work Vic Kusun has been doing to enable this to operate. 6. BHS Liaison: Nothing to report. 7. NGB Membership Forum: Nothing to report. 8. Equine Infectious Disease Advisory Group: There will be a meeting next week. 9. Young Drivers: JM noted the new YD committee had met and were working to get their section of the website updated. He thanked Vic Kusun for his ongoing efforts to facilitate this. 10. International Teams: The minutes from their January meeting had been circulated to Council. RH and JM declared a conflict. CS proposed that everything on the website should be available to all. This was seconded by JR and agreed unanimously by those eligible to vote. 11. Drivers with Disabilities: Report submitted in advance.
10	<p>Date for the next Council meeting</p> <p>A Doodle poll will be created for the week beginning 22nd March.</p>
11	<p>AOCB</p> <p>The website will be updated to remove some outdated sections and replace these with links to external websites.</p> <p>Further aspects of this discussion were deemed to be confidential by the British Carriagedriving Council.</p> <p>An update on RWHS was requested. It was noted that a decision was imminent and dependent on various international decisions which have still to be announced.</p> <p>It was noted that one club had a problem refusing a membership application and it was felt that some clubs may have Articles of Association that are outdated. It was suggested that adoption of an Article</p>

<p>similar to that of BC's 7.3 could be advantageous. The BC M&As note that Council may refuse an application for membership for good cause, such as conduct or character likely to bring the company or sport into disrepute. Clubs will be contacted as this also raises safeguarding issues and when considering whether or not to accept an application for membership. A more regular meeting for clubs had been discussed at the October meeting.</p> <p>The appointment of Jim Eyre as the new BEF Chief Executive and Malcom Wharton as Chairman was noted.</p> <p>As there was no further business, the Chairman thanked directors for attending and closed the meeting at 8pm.</p>
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Signed _____ Date _____

Andrew Counsell: Chairman British Carriagedriving



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British Carriagedriving Council Minutes

Meeting by Conference Call

Thursday 21st January 2021 at 6.30pm

1	<p>Present at the on-line meeting: Patti Atkinson, Andrew Counsell, Angela Flanagan, Rod Holdsworth, Jane Isaac, Dick Lane, Jamie March, Dan Naprous, James Rooney and Chris Smith. The minutes were taken by the Executive Officer, Mary Kusin.</p>
2	<p>Conflicts of interest 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 meetings The minutes of the Council meeting on 24th November were proposed by DL, seconded by JM, and accepted unanimously as a true record of the meeting. The minutes of the funding meeting on 8th December were proposed by JI, seconded by AF, and accepted unanimously as a true record of the meeting. AC noted he had still to progress item 5.</p>
4	<p>Matters arising</p> <ol style="list-style-type: none"> Risk Register: deferred to the next meeting. Disruption of events: The revised document was circulated to Council. CS proposed BC adopt the policy and forward it to event organisers and amend the risk assessment that goes with it. This was seconded by PA and agreed unanimously. External review of the Safety Policy: It was agreed that performing an external review was important as it is effectively an audit of the safety procedures. The risks identified following the accident in 2019 made this highly desirable. CS proposed that PA asks the company to provide a quotation for this work and enquire if the process can be undertaken via Zoom. This was seconded by JM and agreed unanimously. Marketing and Future Members: The sub-committee had not progressed due to the festive period. The "Farmers' Country Showdown" programme on the BBC was noted as having been a fantastic advert for the sport.
5	<p>Correspondence</p> <ol style="list-style-type: none"> Insurance Query from a member: The member queried the need to carry a groom when exercising. The insurance policy states that drivers will take all reasonable care to prevent accidents. MK will check the current policy wording and reply to the member. A note will be added to the website and shared to social media quoting the policy. Mini turnouts without grooms, but which have a groom in attendance, were noted as being acceptable.
6	<p>Decisions ratified by email</p> <ol style="list-style-type: none"> At the recommendation of the Single Horse Chef d'Equipe, James Broome has been appointed as the Council Nominee on the Selection and Ratification panel.
7	<p>Complaint Update Further aspects of this discussion were deemed to be confidential by the British Carriagedriving Council.</p>
8	<p>The Way Forward A document had been circulated to all directors before the meeting suggesting possible major structural changes to the sport. It was felt that this tied in with the Strategic Plan which was to be reviewed in conjunction with a brain storming session annually. The document prompted a number of</p>

	<p>questions and will need careful consideration and agreement of other parties who will be consulted once the proposals have been discussed more fully. It was agreed to hold a separate meeting with a bullet point summary of the proposals, including details of how the French and German NFs organise the sport, circulated in advance.</p>
9	<p>Issues for 2021 Selection:</p> <ol style="list-style-type: none"> Timing of announcement of team and individual drivers: CS, JR, DL, DN and JM declared a conflict. The current BC selection procedure selects the team which avoids any conflict of personalities. AC proposed that the current system is retained with team and individual places announced at the earliest opportunity after the final selection event. This was seconded by PA and agreed by those entitled to vote. Selection Table Points Total: CS, JR, JM, DN and DL declared a conflict and participated in the discussion but not the vote. Directors were reminded that a driver's selection form and fee had to be with BC before their first counting selection event. After a detailed discussion, PA proposed retaining the present system where allocated points remain in the list even if a driver has withdrawn from selection and that drivers must have submitted their selection form and paid their selection fee if they wish to join the squad and be involved with any decisions affecting the class. This was seconded by JI and agreed by those eligible to vote. Membership for Selection: CS, JM, DN and DL declared a conflict and participated in the discussion but not the vote. After some discussion JR proposed that drivers must be International members to participate in selection events. This was seconded by AF, and agreed by those eligible to vote. Presentation of Union Flags for Championships: CS, JM, DN and DL declared a conflict and participated in the discussion but not the vote. After some discussion PA proposed retaining the existing system where Union Flags are presented to the drivers who attend championship events to represent GB as a team member or an individual. This was seconded by JR and agreed by those eligible to vote. Team kit: The BEF will no longer be able to supply team clothing to the non-Olympic disciplines. Various options are being considered and a further discussion is deferred to the next meeting.
10	<p>Training Clinics for Officials</p> <p>Due to the ongoing Covid-19 pandemic, the FEI clinic has been cancelled and the national and club clinics will be run together on-line on Sunday 28th February. Andrew Counsell, Philip Bateman and Barry Hunter have agreed to make the presentations. A trial Zoom meeting will be held from 10-11am on the morning of Saturday 27th February. On Sunday, the clinic will start at 10am with a half hour preamble. This will be followed by three two hour sessions (with a coffee break in the middle) with the delegates split into judges, TDs and CDs and conclude with a further summary meeting with all the delegates returning to the main group.</p> <p>Officials are not required to attend and it was agreed to review the officials list with the intention of allowing officials to continue their roles where possible.</p> <p>It is hoped to run further on-line training throughout the year.</p>
11	<p>National Championships 2022</p> <p>PA proposed that the 2022 document is circulated to existing organisers and clubs, for return at the beginning of June, for dates in September or October 2022. This was seconded by CS and agreed unanimously.</p>
12	<p>Finance including 2021 budget</p> <p>The Chairman thanked RH for preparing the budget. The December end of year finished as anticipated with a loss of just under £10k. The reserves are sitting at £274k (£149k without the bequest). It was highlighted that the budget is the best guess available at this time and directors were invited to add more detailed costs in certain areas. A £17k loss is anticipated this year. Columns have been added to identify financial risks and opportunities.</p> <p>An updated forecast will be circulated in a few months.</p> <p>A query was made on behalf of some clubs regarding affiliation costs and the rebate. It was confirmed that this had been agreed at a previous Council meeting and circulated to clubs with the invitation to renew their affiliation.</p>
13	<p>Social Media proposal</p> <p>A proposal for continuing the BC social media strategy had been put forward by Amy Mundell. Acceptance of this was proposed by DN, seconded by JR and agreed unanimously.</p>

	<p>JM noted Amy Mundell often liaises with other organisations and had requested an official title to give her more kudos. She also asked for a specific email address from BC. JM will take this forward.</p> <p>CS left the meeting.</p>
14	<p>Committee Reports</p> <ol style="list-style-type: none"> F&GP: Nothing to report. Competitions: The Judges Committee had made suggestions regarding implementation of the new 2* and 3* FEI tests for Single Horses. It was noted that the Chef d'Equipe considered competition conditions are required and suggested that the Advanced class adopted the new 3* test which should be driven by anyone seeking selection. The need to accommodate international drivers at 2* level was noted and the option to offer a choice of tests within one class was rejected following the unsuccessful trial of this with H2 in previous years. Selection classes must use the 3* test. After considerable discussion, JI proposed that separate classes are run at Advanced level, one with the FEI 2* test and one with the FEI 3* test, each offering National Championship qualification. This was seconded by JR and agreed unanimously. <p>Hopetoun asked Council for approval to swap their National and Regional dates as running the National event in July would give more time for Covid restrictions to be relaxed. It was noted that this would create a clash with Goodwood. This was considered acceptable, given the distance between the events, and agreed in light of the exceptional circumstances this year.</p> <p><i>Following the meeting, after representation from the Chef d'Equipe, it was agreed to leave the selection classes for P1 and P2 at the May event, to avoid clashing with the test event for the championships at Le Pin au Haras.</i></p> <ol style="list-style-type: none"> Rules: The Chairman of the Rules Committee is working to produce a draft amended rule book for circulation to the Rules Committee in the first instance before seeking approval from Council. <p>It was noted that there were two further items that needed to be discussed: the new FEI rule on clipping sensory hairs and the reworded disciplinary procedure. AC proposed that BC should follow the FEI's new sensory hair clipping rule. This was seconded by PA and agreed unanimously.</p> <ol style="list-style-type: none"> Judges: a report was submitted in advance of the meeting. Health and Safety: a report was submitted in advance of the meeting. <p>Working Groups</p> <ol style="list-style-type: none"> Training: a report was submitted in advance of the meeting. In addition, it was reported that the initiative to encourage small and indoor turnouts to compete in outdoor competitions has been postponed until Covid restrictions allow it to take place. Level 3 UKCC candidates are making progress and plans to assess lessons by video are in place to ensure these qualifications can be completed.
15	<p>Other reports</p> <ol style="list-style-type: none"> Office: a report was submitted in advance of the meeting. Safeguarding: no report received. Equestrian Safety Group: The Safety Committee intend to share the responsibility for attending these meetings amongst their members. Equality and Diversity: a report was submitted in advance of the meeting. Social media Strategy: discussed under item 13. BHS Liaison: nothing to report. NGB Membership Forum: no report received. Equine Infectious Disease Advisory Group: nothing to report. Young Drivers: no report received. International Teams: a report was submitted in advance of the meeting. Drivers with Disabilities: no report received.
16	<p>Date for the next Council meeting</p> <p>A Doodle Poll will be created to select a date in 4 weeks time.</p>
17	<p>AOCB</p>

	<p>Plans to create a new event at the South of England Showground have been delayed by Covid and date clashes. There will be no event in 2021 but it is hoped to reach agreement on a suitable date for 2022.</p> <p>As there was no other business, the Chairman closed the meeting at 9pm and thanked directors for their time.</p>
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