



**Date:** 24/09/2016 Face to Face Trustee Meeting; venue Mike's, Bolberry Copse, Devon

**Attendees:** Jem Adams, Mike Adams, H Ashford, Ellen Brimble, Kristina Christof, Debbie Ede, Freija Glansdorp, David Savage

**Apologies:** Kirsty Carson

Notes and Actions	
<b>1</b>	<p><b>Minutes</b> of the 31st August were approved.</p> <p><b>Actions &amp; Matters Arising from the Minutes:</b> All actions were in hand/completed.</p>
<b>2</b>	<p><b>Governance</b></p> <p><b>Annual Report &amp; Final Accounts for 2015/16</b></p> <ul style="list-style-type: none"> <li>• The Annual Report &amp; Final Accounts for 2015/16 was received from Bevan &amp; Buckland (our Independent Examiners) approved, adopted and signed by the Trustees. This will now be returned to Bevan &amp; Buckland for their sign off. <b>Action: DE</b> They will then produce bound copies which they will send to the relevant government departments.</li> <li>• The letter of engagement for Bevan and Buckland was also signed.</li> <li>• It was agreed to send the entire Annual Report (rather than an abridged version) out with the AGM mailing.</li> <li>• The meeting went through the CAF funds for clarity and confirmed the £6k investment/top up to the development fund. We are waiting to hear from CAF as to how we do this/'due process'. Any further investment would be decided in year after the new 3 year rolling budget was agreed.</li> <li>• Assuming Tim Hutchinson does not mind Midfield staying as the company address the meeting agreed to stet this, <b>DS would check with TH.</b></li> </ul> <p><b>AGM &amp; Trustees</b></p> <ul style="list-style-type: none"> <li>• 1/3<sup>rd</sup> of Trustees are required to stand down each year at the AGM</li> <li>• KC highlighted time pressures affecting her ability to input sufficiently into the Education &amp; Leisure portfolio. A possible replacement candidate is being 'worked on/up' but there may be an option for KC and a.n.other to handle the portfolio as part of the management team. Pro-tem KC will stand down as a Trustee at the AGM.</li> <li>• No succession planning/willing volunteers were known to be interested in the other Board portfolios and the discussions, today, highlighted the need for more active engagement by the membership. Wide ranging discussions ensued including; could the teams (comms, sport and breeding) have more members on them, stimulating a wider engagement? How do we advertise this? Suggested the AGM mailing is accompanied by a Chairman's briefing and that Sleipnir articles by Trustees could focus more on 'engagement' issues, how members could influence the direction of the Society or engage in/promote their own areas of interest. Discussions continued as to if, and how, more dynamic local groups/clubs could promote involvement...affiliation/riding clubs/what models could work? The strengths of local clubs must not be under-estimated. Ideas from clubs/groups could then be put forward to the teams, thus using the expertise in the teams as a resource – rather than the team itself being the executive organiser. Hestfest has been a success this year in that it has inspired people to come together. Could there be annual themes? Scoping discussions took place about what we do/how we do it.....team events, rider development labels rather than sport, handy pony, driving (quads etc) and riding, triathlons (we are not unique here as a country – need to bring more competitive riders in – FEIF highlight the lack of young men getting involved internationally) why is the oval track considered scary when what we do in day to day riding is</li> </ul>



	<p>often far more hazardous... need to make it more interesting and fun – a broader spectrum of activities – comes back to a structure and the movers and shakers in the organisation to give the impetus to take such initiatives forward – getting the membership in their area (geographic and discipline) to actually attend and participate.....and representation at Board level with a named individual taking responsibility to drive this forward.....modular ‘courses/events’ to be made available with indicative levels of central funding ego: a rider development/handy programme/track and trail/riding skills course ‘package’ that could be rolled out anywhere.....this discussion will continue ...</p> <ul style="list-style-type: none"> <li>• <b>MA</b> confirmed he would stand down but would be willing to stand for re-election.</li> <li>• The role of Leisure Trustee has remained vacant in recent years and the Trustees agreed to refine/re-brand as the ‘movers and shakers/engagement’ leader. This portfolio needs defining/fleshing out and a name agreed!</li> <li>• How do you, the member, get involved? The website would ‘beef-up’ this section. <b>JA</b></li> <li>• <b>DS</b> would draft a Chairman’s brief to go out with the AGM mailing</li> </ul> <p><b>AGM issues</b></p> <ul style="list-style-type: none"> <li>• Venue confirmed as the new World Horse Welfare centre in Somerset – the Glenda Spooner Centre with a start time 13.00</li> <li>• The rationale for a ‘local/mutually convenient venue’ for the majority of Trustees versus the move of the AGM around the country was again discussed. Two years ago, following very low attendance at the Aberdeen venue, the Trustees discussed with the membership and subsequently decided to revert to a ‘local to them’ venue to minimise the cost and time commitments of Trustees. (6 to 8 people travelling to Scotland for example was a high drain on the IHSGB costs.) However the contra to this is that Trustees must make themselves available to the members at events so there is an IHSGB presence and the opportunity for members to get involved and have their say.</li> <li>• The draft agenda for the AGM was discussed and provisionally agreed. <b>DE</b> to finalise drafts of AGM notices and circulate for comment.</li> <li>• Do we want a block booking for the meal and, see later, link into a celebratory event for the GB ranking results? No decision.....o/s</li> <li>• Timetable for AGM mailing – copy to Mo for collation and print run by 12<sup>th</sup> October 2016 (as previously agreed), the papers including calling notice and invitations must be with the members 21 clear days before the AGM, so 21<sup>st</sup> October is cut-off date for receipt by members, the mailing to be sent out 2<sup>nd</sup> class.</li> <li>• Agreed to print an A5 booklet for the Annual Report and accounts, Chairman’s briefing to be agreed by Board by early October. <b>Action: All</b></li> </ul>
3	<p><b>Youth</b> KC, having tendered her apologies for this meeting, had submitted information on the young rider development squad which the meeting encouraged. Her willingness to stand as Youth Trustee at the coming AGM was also welcomed.</p>
4	<p><b>Hest Fest</b> JA confirmed she is collating all publicity, photos and videos from the events around the country. 11 events to date have been held and some 350 rosettes issued. The last event will be the Breeding Show in October. The Trustees thanked Gundula Sharman for the original idea and championship of the initiative.</p>
5	<p><b>Horse and Rider</b></p> <ul style="list-style-type: none"> <li>• The next event is the GK and the Breeding Show in October.</li> <li>• MA alerted the Board to the fact that there were some proposed, minor, changes to the selection of the WC team that the Sports Team would be recommending to the Board for</li> </ul>



	<p>adoption in due course. These are:</p> <ul style="list-style-type: none"> <li>• A change to the Team Selection Rules re. pace riding – due to the lack of suitable tracks in Great Britain, a rider hoping to be selected to ride P1 and having achieved the required time for the event at a qualifying event (abroad), that rider does not need to present that horse at the BCs but does need to compete a horse.</li> <li>• Re NR (non-resident) riders – where there are more than 2 riders competing for the team, the Selection Board propose using the qualifying marks as an indication (but <u>not</u> an absolute) of commitment and prowess alongside their motivation and participation in year before making a decision. However the Board felt that the selection criteria must be explicit/measurable rather than subjective – as far as possible and asked for the final proposals to come forward with this in mind.</li> <li>• There will also be a submission/cut-off date for candidates with the onus of proof of commitment/performance on the rider hoping for selection (rather than evidence gathering by the Selection Board).</li> <li>• There should also be an absolute requirement that any selected rider is competing for Great Britain and should be marketing the IHSGB, and be an active and involved team member at the event itself.</li> </ul> <p>These proposals would be brought to the Board in January for further discussion and endorsement.</p> <p>Mike explained his impasse and lack of success in getting alternative disciplines involved in the Horse &amp; Rider agenda eg: dressage and endurance and proposed a withdrawal from this. However the Board recognised that, even in the days when there was a separate Endurance and say Trec Champion, that model too did not really work/engage either. The Trustees requested that the ‘Sport’ Group reconsider and, if necessary, widen the number/participants of the Sports Team to continue to try and embrace this wider, more inclusive agenda to include all ‘measured’ riding.</p>
6	<p><b>Studbook</b></p> <p><b>Rules:</b> FG tabled some revisions to the IHSGB studbook rules to bring everything in line with the new EU law/rules and passport requirements. EB and FG have studied and drawn these changes together and are recommending the revised and updated IHSGB STUDBOOK RULES to the Board for approval/rubber stamping. FG highlighted the changes; the Board thanked FG and EB for their work. Given this document that now meets the Society’s obligations w.r.t new laws, the Board endorsed the proposal by FG, seconded by EB, and unanimously approved this document. These rules would become effective immediately and would be published on the website. Links to the laws/requirements themselves would also be published to enable anyone (who was so inclined) to understand the background to the changes. <b>FG</b></p> <p>EB explained that this document needs to be added to, referencing some of the rules and regulations within FEIF w.r.t. Breed Shows.</p> <p><b>Charges:</b></p> <p>FG tabled some proposals to amend the studbook charges which were discussed. There would be a more extensive review in the next year, by the Breeding Team, but the fees needed some more immediate changes to ensure all costs incurred are recovered. The cost of buying the passports from the suppliers in Iceland has risen materially as has postage, foreign currency transaction costs etc. There is a trade-off between fair prices but also remaining competitive so that other Passport Issuing Organisations/Pet I.D. are not used instead. The new category of a small Society sponsorship for horses bred from 2 1<sup>st</sup> prize horses was approved together with an amendment to allow us to flex costs in year should there be a material increase in supply costs. All Trustees</p>



	<p>agreed this new scale of fees which would be sent to the AGM for information; the new charges would become effective 1<sup>st</sup> January 2017. <b>FG</b></p> <p><i>As an aside the meeting queried the clarity of the Articles of Association and the scope of the appropriate powers of the Trustees ie: the ability to make decisions and inform the membership as opposed to what we need to consult on and send to a vote/resolution. Can we improve the 'explicitly' of the articles? c/f to the next agenda.</i></p>
7	<p><b>Legacies and Requests</b></p> <p>A draft document had been previously circulated by MA and this served as the basis for discussion. With many suggestions and input coming forward today, <b>DE and MA</b> undertook to undertake a rewrite to produce a document for discussion at the next F2F (before the AGM) with the proposal to go to the AGM for general discussion. A call for a member with legal expertise (wills and probate) would go out in the next Sleipnir/Chairman's brief. Thanks to MA for this starter for ten.</p>
8	<p><b>Budget</b></p> <p>Looking at copies of the existing 3 year rolling budget, please can Trustees add in any significant events that need to be budgeted for. For example;</p> <ul style="list-style-type: none"> <li>• Money to support any Hest Fest 2017 theme</li> <li>• Welfare budget £500 (stallion castration) – this approved by the Trustees today.</li> <li>• World Fengur Fees</li> <li>• GB ranking event</li> </ul> <p><i>Action ALL, proposals back to DE one week before next Trustee meeting. DE to collate and submit for discussion at next meeting.</i></p> <p>The 3 year rolling budget to then be agreed by the Trustees and sent to the AGM for approval.</p>
6	<p><b>AONB –</b></p> <p>JA raised the possibility of a GB ranking congratulatory event as an end of year social event but query where would it be held? Or could it be an event at the AGM? If the scheme runs from Nov to November this could be incorporated in the AGM. <b>JA to pursue.</b></p>
7	<p><b>DONM -</b></p> <ul style="list-style-type: none"> <li>• Trustee meeting Wednesday 2<sup>nd</sup> November 2016 20.00hrs</li> <li>• AGM 12<sup>th</sup> November 2016</li> </ul>

**Distribution List:** Trustees, Management Team