

## RULES & COMPLIANCE COMMITTEE MEETING

Minutes of Meeting held at 11.00am

on Monday 15<sup>th</sup> July 2021 via Teams

at The Pony Club Office, Stoneleigh Park



**Commented [EH1]:** If the meeting is held via Teams/Zoom, ensure it is clear in the minutes heading

**Commented [EH2]:** The font in minutes should be Arial.

### **Present:**

Andrew James (AJ) Chairman

Hazel Warburton (HW)

Maureen Costello (MC)

Ros Slinger (RS)

Clare Valori (CV)

Christina Thompson (CT)

Louly Thornycroft (LT) By telephone

**Commented [EH3]:** Clearly list who attended the meeting and by what means (ie telephone)

### **21/01 Apologies for Absence**

All members of the Committee were present.

**Commented [EH4]:** Year/Item number  
Start with 21/01 and then go up 21/02 21/03

In January 2022 they will become 22/01, 22/02 etc.

### **21/02 Declarations of Interest**

CT –as a former Area Representative for Area 6 in the event that any issues concerning that Area are discussed.

LT - Item 19/34 (ii) as Area Representative for Area 14.

### **21/03 Minutes**

It was proposed by CT, seconded by HW and **AGREED** that the minutes of the meeting held on 15<sup>th</sup> April be agreed as a correct record.

**Commented [AJ5]:** Conclude each minute with what was AGREED and make this clear by putting this word in bold in capitals

### **21/04 Matters arising**

(i) Example Hunt Branch – MC reported that the Branch still does not have a District Commissioner.

It was **AGREED** that the Branch should be allowed to continue in its current form through the summer period but that if a satisfactory outcome has not been achieved by that time, that the Area Representative and MC should discuss with the branch the possibility of an amalgamation with an adjoining branch.

*NB : The Branch have now held a successful and profitable Show. They have in addition received a grant of £5000 from the local Estate enabling them to purchase a new Jump Trailer and other items helping them to have a better vision for the future.*

(ii) Test Branch Hunt - AJ reported that the request to transfer has been withdrawn following further discussions between the parent and the District Commissioner.

**It was AGREED that the reported progress be noted.**

**21/05 REVIEW OF CODES OF CONDUCT AND VOLUNTEERS DISCIPLINARY PROCEDURE**

The Committee reviewed the Codes of Conduct circulated with the agenda.

It was noted that these are later versions of the documents than those that the committee had looked at during its previous meeting. The general view was that these versions were to be preferred and the committee therefore looked in detail at the wording of each code and agreed the following amendments.

**(i) Code of Conduct for Coaches**

Delete the final sentence of paragraph 2 and replace with:

*“All coaches must be recorded on the Pony Club database and accredited in accordance with Pony Club rules”*

Replace final bullet point with

- Be aware that it is not acceptable to photograph or video an injured person

It was **AGREED** that someone from the Training Committee should be asked to review the final version before it is published. It was suggested that XX may be a suitable a person to do this and that XX would speak to the Training Committee Chairman about this.

**(ii) Code of Conduct for Members**

Replace final bullet point with

- Be aware that it is not acceptable to photograph or video an injured person.

Amend final paragraph to read:

*Any minor misdemeanours and general misbehaviour will be addressed by the coach, official or volunteer and reported to the designated person as appropriate. More serious or persistent misbehaviour may result in disciplinary action in accordance with the procedures laid down in Pony Club Rules.*

**(iii) Code of Conduct for Officials and Volunteers**

Delete the word “Linked “on each occasion it occurs.

Action	Taken By
Make the amendments to the codes of conducts	AJ
Raise the AR allowance at Management	AJ