PO Box 372

Hall, ACT 2618

MINUTES

***Zone 16 Pony Club* MEETING**

 ***6:30pm meeting start, Wednesday 9th May 2018 @ Canberra Riding Club, Lyneham***

# Welcome

## Present:

* Belconnen – Pat McCaughan
* Bungendore – Nerida Winters
* Burra – Amanda Chase
* Canberra Lakes – Fiona Mavris
* CRC – Annie McGrath
* Geary’s Gap – Kate O’Connor
* Hall – Craig Morton, Vanessa Williams
* Kambah – Nil
* Michelago – Apologies sent
* Murrumbateman – Lisa Pluis
* Queanbeyan – Tina Fort
* Sutton – Nil
* Wamboin – apologies sent
* Yass – Annette Hants, Leah Philbey
* Zone 16 – Hilary Fletcher

**Apologies:** Mark Thorek (Equipment Officer), Anna Bunston (Michelago PC), Toni Cuthbertson (Wamboin PC), Nat Smith (ZCI)

## Confirmation of Minutes of previous Meeting

|  |  |
| --- | --- |
| Acceptance: Tina Fort | Seconded: Lisa Pluis |

## Business arising from the Minutes: (other than referred to elsewhere in the Agenda).

|  |  |  |
| --- | --- | --- |
| **Action** | **By Whom** | **Progress** |
| Purchase of 20 ‘bins’ | Mark Thorek | Purchased & are being fitted out |
| Changing the PO Box address on Z16 website | Annette Hants | Annette in contact with the website designer |
| Running of Z16 MG & TS – take back to Wamboin & CRC | Peter Evans & Anne McGrath | Wamboin has confirmed MGTS not to run in conjunction with MG |
| Z16 MG & TS – 1 or 2-day comp | Z16 Executive | Grounds unavailable on the Saturday |
| Facebook use & membership – policy & procedures | Jo Whatman & Tina Fort |  |
| Release of results from Michelago Sporting comp | Michelago PC | Riders needing results can contact Michelago. |

# Reports

## President (Vanessa Williams)

* Firstly, a huge thank you to the camp committee for once again organising another fantastic camp - I heard many compliments on how well run the camp was and what a super time the riders had.  Nat did a wonderful job of providing a great range of activities, and one that stood out was the light horse session that everyone seemed to enjoy (the super hero themed names were also a smash).  The camp committee as a whole did an outstanding job of co-ordinating over 220 riders and horses.  Great job - well done!
* The zone committee has been busy in the background organising various zone events including:
	+ the instructors school being held this weekend - looks like it will be well attended, that will hopefully lead to greater number of instructors within the zone - thanks to those who have worked to organise this event;
	+ the joint horse trials and zone event is being progressed….
	+ the zone Jamboree - grounds are being investigated and program drafted and will be released as soon as possible
* Thanks to all the clubs who provided input at the last meeting - it was very informative and provided the committee with a great picture of the size and scale of our clubs within the zone and some of the challenges they face.  I encourage greater interaction between the clubs and zone and am interested in any other ideas for discussions that we can have at the meetings

**Zone CI** (Nat Smith/Hilary Fletcher)

Please see attached report

Special needs riders – Kate O’Çonnor has volunteered to help clubs with identifying and assisting as needed.

## Financial (Treasurer) (Jo Whatman)

See Attached

**Secretary Report** (Lisa Pluis)

**Event Secretary Report**

* Instructor’s School at Hall Showground on 12/13 May. At this stage we have 20 attendees
	+ Discussion point from the floor – instructing younger children
		- Would be good to look at in Z16 a school/assistance with instructing the younger kids.  Noting this was covered at Fiona Gruen’s sessions prior to camp;
			* Post meeting – the instructors school covered all levels of riders and clubs are supported by ZCI should they require any further assistance in this respect.
* Zone MG & TS (24 June) – this is to be held at Bungendore,
	+ Grounds to be shared with Bungendore Riding Club. I have emailed and left voice message for BRC to confirm is this is OK.
	+ Wamboin has confirmed their ability to run the MG. Awaiting on confirmation from CRC re: running TS.
	+ Bungendore is booked for Saturday 23 June by other users and Z16 has NOT been able to secure the Saturday.
	+ Next year – TS and MG need to be run on separate weekends. Bookings for venues need to happen now.
* Jamboree – program is currently being finalised
	+ Discussion point – re-look at ways that Zone events can run next year.
		- for existing events such as:
			* Showjumping (Monaro Shield or MPC SJF)
			* Sporting (Michelago)
			* MG (Wamboin)
			* ODE (whatever club runs one)
			* Zone donates the Championship ribbons and the event is titled for example: "QPC Monaro Shield in conjunction with Zone 16 SJ Championships" QPC takes the profits.
			* This is to be considered by the Zone Committee to ensure that adequate events are run for state selection purposes and that a satisfactory variety of events are held within the Zone – this will be applicable to the 2019 calendar (the committee will provide more information regarding this at the next meeting).
		- Zone runs:
			* Showriding
			* Dressage & Equitation
			* All the clubs are rostered on to help with these 2 events and Zone receives the profits.

## Inward and Outward Correspondence

### Correspondence In

* ACTEA – Invoice for Z16 Affiliation $50 (3/05)
* ACTEA - Changes to BNT Route from Parkwood Road to Stockdill Drive (3/05)
* PCANSW - NSW Crown Showgrounds: Survey and Focus Groups (3/05)
* PCANSW - Equitation/jumping clinic Zone 27 (3/05)
* ACTEA - Upcoming Webb Equine Education talks & first aid course (3/05)
* ACTEA – Pegasus Open day flyer (3/05)
* WPC mounted games competition (2/05)
* Bungendore PC – transfer Amanda & Kat McCouley from QPC to Bungendore (2/05)
* CRC – Sporting Flyer (2/05)
* PCANSW State papers (2/05) – see attached
	+ The affiliation fees for 2019 will be $72 for Riding Members and $40 for Non-Riding members, second adult non-riding member per family $20
	+ Rider fee for State regional schools for 2019 be $30 per rider
* PCANSW - April PonE News (1/05)
* PCANSW - 2018 NSW Community Sports Awards (1/05)
* PCANSW - Expression of Interest for A Certificate (30/04)
* PCANSW – Administration w/s in Zone 9 reminder (30/04)
* Minutes of ACTEA meeting of 12 April (29/04)
* Tina & Paul Browne – Camp Lost property (28/04)
* 2018 State Showjumping & Jumping Equitation Championships Morisset - Schedule (24/04)
* MPC Showjump Festival (25/04)
* PCANSW - News - Office of the Children's Guardian (20/04)
* ACTEA - CTAS 2018 Individual Athlete Program - Applications Now Open (Wed 18 April) (18/04)
* PCANSW - Zone Camps (18/04)
* PC Australia - April Newsletter (17/04)
* West Wyalong Pony Club Gymkhana and Phillip Judd Memorial Jumping Day!!! Area 5 Qualifier (16/04)
* WPC mounted games competition (12/04)
* PCANSW - Sport NSW Community Awards (12/04)
* GGPC - Change in Club Captain (12/04)
* GGPC - Change in date for May rally day – 20th May (12/04)
* Burra gymkhana (12/04)
* ACTEA - Signage wanted by horse riders March 2018 (12/04)
* ACTEA - Will you be turning Mother’s Day pink this year? (11/04)
* Next meeting of ACT Equestrian Association 12 April 7.30pm (9/04)
* PCANSW - Upcoming Workshops and Events (06/04)
* Michelago PC – Change in Zone Delegate (4/04)
* ACTEA - Meeting with CASA to discuss recreational drones around horses (4/04)
* ACTEA Awards and next meeting 12 April (3/04)
* Zone 23 Showriding - Sunday 29th April at Forest Hills Pony Club (1/04)
* Hilary Fletcher - Volunteer gear check for RAS (26/03)
* Burra District Pony Club Gymkhana (26/03)
* Jerrawa Show Easter Monday (25/03)
* PCANSW -  Important information about the Working With Children Check renewal (24/03)
* ACTEA - Active Canberra Free Club Support - Webinar Today 12:30 (20/03)
* Hall Pony Club (Zone 16) - March Rally Day - Change of Date (20/03)
* Elizabeth Stone - Closure of Cotter Road ramps off Tuggeranong Parkway (19/03)
* ACT Equestrian Association Inc Minutes of 8 March meeting (17/03)
* Young Pony Club Gymkhana- April 8th (17/03)
* ACTIVATE - Sport and Recreation Newsletter (14/03)
* ACTEA - Project Wing moves to Tuggeranong (13/03)
* ACTEA - Planned Harvesting Sites 2018 (11/03)

### Correspondence Out

* All emails above were replied to or forwarded to the appropriate person/s and/or club/s
* Zone Affiliation invoices to all clubs (3/05)

## PCA NSW Councillor’s Report (Hilary Fletcher & Annie McGrath)

Associate camp is supported by PCANSW.

PCANSW to hold a demo Musical Ride at 2019 PCA Nationals – EOI will be sent out soon for interested riders and practice will happen in Sydney.

Report presented at State Meeting showed a huge decline in participation in numbers at ponyclub in NSW.

Action item – Zone 16 should gather feedback from clubs and provide feedback to PCANSW with ideas to increase participation of kids into ponyclubs – we will be requesting clubs discuss this at meeting and provide feedback to zone.

Remind Zones to nominate members as Life members of PC

Archie McGrath did well at the State Championships.

PCANSW looking at possibility of combining MG at State camp with polocrosse and sporting.

**ACTEA Delegate Report** (Kate O’Connor)

**EPMG Delegate Report** (Kerryn Wilde)

## Equipment Officer’s Report (Mark Thorek)

* Updated equipment lists, and instructions have been sent in to update the website.  Not all is practical for some loans (eg horse-ball goals) and plenty of early warning needed to ensure I can check serviceability and deconflict with other requests.  Current loan requests in are:
	+ - Burra Gymkhana last weekend
		- CRC Teamsporting - 20 May – May need Bungendore PC assistance for some items eg flag race cask and stands
		- WPC Mounted Games – 27 May
		- Murrumbateman SJ Weekend – 08-10 Jun
		- Zone MG / TS – 24 Jun.  Will need to confirm whether being supported by MGA otherwise will need to borrow some drums from WPC / GGPC.
* Remember it is up to Clubs borrowing radios to provide their own batteries.
* MG/TS Drums have all been constructed and distributed to Clubs that ordered them.  Zone 16 has 4 for loan as well.
* Some minor purchases required:

o   Repair to Flag Race pole BPC

o   6 x Dubbin for MG (Tackshop)

o   Vinyl for Straight Diamond Flag.  Flags – managed to source flag posts

o   Cage key for caretaker at Bungendore SG (allows access if I am not available) and he already has access to shed and container

* I am always willing to advise on any equipment specifications and where to source if clubs are wanting to make their own for different events.  This is particularly relevant for MG and TS as the equipment descriptions in the Blue Book are somewhat wanting.
* It would appear Wamboin has GGPC drums after camp.

## Club’s Reports

* Belconnen – going well, some new members this year. Nothing to report on grounds.
* Bungendore – no rally in April due to camp. A number of new members particularly in little kids group. Had some transfers from QPC.
* Burra – very successful Gymkhana. 94 riders. If anyone has a scoring excel spreadsheet that could be shared so that Burra could have a look and learn from it. If individual riders need their times from this Gymkhana for qualifying, please contact the club. Putting in a grant application to Council and if successful will upgrade X-country jumps.
* Canberra Lakes – Hunter Trials on 1st July, will be running a 45cm. Successful rally day with some new people coming to look.
* CRC – 5 members attended camp. Need to change some rally dates. Rehearsal for TS clinic. Holding this is conjunction with Breast cancer awareness, can wear pink. $5 of entry fee will be donated.
* Geary’s Gap – Need more help with instructors. Riders loved camp particularly the cattle, Light horse and the SJ. Moving rally to 20th May. Would like to try and hold an ODE later in the year.
* Hall – Had Fiona Gruen at April rally – very successful. 3 new members. Current President has resigned, Craig Morton is acting President. Bunnings BBQ 3rd June at Gungahlin.
* Murrumbateman – Surfaces on arenas are being reduced, this will be done by SJF.
* Queanbeyan – Meeting last night, talked about program for Gymkhana and Monaro Shield. Grounds a bit of an issue for Monaro Shield due to Queanbeyan Show. 13 riders went to Burra Gymkhana. Holding a rally on Mother’s Day.
* Yass –  Excellent feedback about cattle at camp. Thanks to Nat for dealing with some issues at camp. Rally day on Mother’s Day with a pink theme.  2 teams for Wamboin MG. More new members having a come and try day. Would like a forum where clubs can provide feedback on camp. Would like a session of how and when to use equipment.

## General Business

* Zone 16 Equipment Access – please note that clubs are able to borrow Z16 equipment. Information and the form regarding this is on the Z16 website.
* Proposal at state meeting for new discipline sporting, polocrosse, mounted games (Annie McGrath) – see above in State Delegate report
* Findings by Pony club Australia on participation in PC (falling) (Annie McGrath) - see above in State Delegate report
* Possibility of getting state sporting, camp drafting down south (Annie McGrath) – this would always clash with camp. Maybe Zone 16 could offer to help close zones with nominating to host this event.
* Summary of drone Meeting (Vanessa Williams) – will send out an email to all clubs with information and seeking information with regards to operating drones around horses. This email will outline the rules for operating drones (as provided below).
* **Drone (RPAS - Remotely Piloted Aircraft Systems) Report - meeting with Civil aviation authority Monday 23/4/18:**
* The use of drones are governed federally, separately for those used commercially to those used for fun - the rules for commercial use are very strict and as a result it was felt by the authority these should not raise any concerns for equestrians (but see below re project wing) therefore the emphasis was in respect to drones used for “fun".
* The technical requirements:
	+ They must only fly during the day and keep your drone within visual line-of-sight. This means being able to see the aircraft with their own eyes (rather than through a device) at all times
	+ You must not fly your drone over or near an area affecting public safety (without prior approval)
	+ You must not fly your drone within 30 metres of people, unless the other person is part of controlling or navigating the drone
	+ You must fly only one drone at a time
	+ You must not fly over or above people. This could include festivals, sporting ovals, populated beaches, parks, busy roads and footpaths
	+ You must not operate your drone in a way that creates a hazard to another aircraft, person, or **property (horses would be included in property)**
* The practical implications:
	+ The first step if a drone is not operating in accordance to the above would be to locate the operator and ask that they move on
	+ Police can be called but would be low priority unless the activity is serious and imminent
	+ CASA can be contacted but need evidence (RPAS office consists of about 5 people nation wide) - police are a better option
	+ **Advise club committee's so that they understand the rules** - therefore are able to act if this becomes an issue
	+ Keen to hear of any incidences involving drones - both good and bad
* Commercial discussion - Project Wing:
	+ Being trailed south Canberra (Royalla & Tuggeranong) - with property owners consent
	+ Take off and landing is noisy actual flight less so - demonstration for equestrians to be organised but yet to happen
	+ Flying generally at 70-100mtr in transit
	+ Any PC’s involved (though Kambah may be in flight path?) - interested in experiences or zone assistance in raising concerns?
* Social Media policies for Z16 (Tina Fort & Jo Whatman)
	+ Committee will continue to work on this and by next meeting we will have a policy that can be adopted by clubs.
* AOB
	+ - Camp – Executive committee will enquire about camp and how people get involved and possibly get onto the camp committee.
			* Need to advertise and market when camp AGM is on so interested parties are able to attend – this is held half an hour prior to the Zone AGM each year and is the only meeting held in respect of camp.
			* This is a major event best run by a small group of likeminded people and not an event that can manage multiple options or promises with no deliveries.
		- Showjump Grading – can there be a grading run by Zone?
			* Zone undertakes grading currently primarily at camp but there is no reason this cannot also happen at another time in the year – Zone is able to facilitate grading at rally days (and this could be extended to other clubs) – the committee will look into this further and be in touch with clubs.
			* Note grading procedure on zone website as most clubs can facilitate grading in consultation with the ZCI.

**Next Meeting date:  11th July**

**Closure: 9:10pm Clubs to provide supper for meeting to be: Sutton, Wamboin & Yass**