

**Summary of the Non-Confidential Minutes of the Council meeting
held at 1.00pm on 29TH April 2019 at Bronaeron, Felinfach, Lampeter,
SA48 8AG**

Present: Colin Thomas (Chair), Wyn Jones (Vice Chair), Geraint Davies, Daniel Morgan, Gwyn Jones, Roger Davies, Elgan Evans, Dilwyn Roberts, Debbie Jones, Sharon Charlton, Daydre Chambers, Barry Hall, Elizabeth Hampson and John Welsh.

Apologies:

In Attendance: Brian Foster (President), C R Davies (President-Elect)

Minute Taker: Rob Allen (Consultant Administrator)

Welcome and Apologies

The Chair welcomed trustees and congratulated President-Elect Davies on his election. The trustees spoke their names for the benefit of the recording sound level.

President Foster informed trustees that there is a block booking of 25 rooms for trustees and staff for the AGM at the Vale in Cardiff on Saturday 4th of April 2020. There are 130 rooms held for members of the Society and members should contact the hotel if they wish to book.

A correction was requested for agenda item 13 from "Membership" to "Member Services".

Declaration and Items for Any Other Business

A trustee declared an interest in a piece of correspondence and did not take part in the conversation.

Minutes of the Council meeting held on Friday 29th March and Matters Arising

There were no corrections

Matters Arising:

The Royal Welsh Agricultural Society Livestock Committee has been asked to contact the Society to clarify what they feel is affiliated and what they feel is not.

The 2019 AGM was discussed and the issues that arose. The Consultant Administrator (CA) clarified what took place:

- in the lead up to opening the hall up to the additional attendees the CA clarified that he had been liaising with hotel staff and had been working up and down the line apologising to those waiting and keeping them informed
- the reason why the hall had been kept at a capacity of 250 was that when the CA, having requested a quote from the hotel, approached the Chair, Vice Chair and the President the response received was to retain at 250 and not to increase to 500
- Members had not been asked in advance of the AGM to submit their questions to the Society: the CA advised that he had been asked not to in January and subsequently all draft letters were approved and signed by the appropriate trustees.
- When the Chair of the AGM brought the meeting to a close, those outside of the hall had been informed twice that he was due to do so and that voting would remain open until they had voted.

Lessons learnt include:

- All known questions must be on the agenda before the event and time limits agreed for dealing with them with the Chair able to stop time wasting **Action point**
- Speakers must speak through the Chair and use the microphones as provided **Action point**
- There should be a review of proxy voting to avoid the difficulties on the day **Action point.**

It was proposed, seconded and carried that the minutes from the 29th of March be accepted as a true record of the meeting.

Minutes of the Council meeting held on Saturday 30th of March and Matters Arising.

There were no corrections

Matters arising:

It was confirmed that MHA Broomfield Alexander had not been available on the 15th of April and therefore the induction and Council meeting has taken place on the 29th. Following on from member online queries as to whether the Council had been quorate on the 30th of March and the statement subsequently published by the Society on the 3rd of April, trustees discussed the minutes of the meeting. It was confirmed that the Council was quorate, that 14 of the 15 trustees had received a written agenda in advance, and the agenda was based on Article 22 vi. There were no additional queries from trustees.

It was proposed, seconded and carried that the minutes from the 30th of March be accepted as a true record of the meeting.

Chair/Vice Chair Update

The Chair informed trustees that the Society has received two Subject Access Reports and these are being actioned. The Vice Chair, the Chair of Finance and Human Resources and himself are being kept informed by the Deputy Company Secretary on progress.

It was proposed, seconded and carried that trustees meet 30 minutes before each Council meeting with no staff present.

Appointment of Company Secretary

An advert is to be placed for the position of Company Secretary.

Trustee Code of Conduct

It was proposed, seconded and carried that the existing code remains in force.

AGM 2018 Minutes

The latest version of the minutes were discussed. The Consultant Administrator tabled a report detailing the events that took place from 2018 through to the 2019 AGM, lessons learnt and suggestions as to how to reduce these risks for the future. It was felt that the core of the confusion was that the mailed-out version was a different version to the version distributed on the day of the AGM.

It was proposed, seconded and carried that the latest version, with one minor change as discussed, be published to the website by Wednesday 1st of May. That the statement includes an apology from the Society to the members and a request from members to contact the office if they would like a hard copy.

The 2018 minutes to be on the agenda for the forthcoming General Meeting. **Action point.**

The former President, Elizabeth Russell, to be kept informed. **Action point.**

AGM 2019

The Consultant Administrator tabled a report with lessons learnt and suggestions for how to reduce the risks for the future. Additional lessons learnt:

The proposed storage, archiving and deletion policy to include a section on reducing the use of paper. **Action point**

Members to be able to access the AGM hall up to an hour before the start **Action point**

The process for members registering for the AGM to be reviewed before the General Meeting **Action point**

The hardware used to register members electronically at the 2018 AGM to be tested
Action point

It was proposed, seconded and carried that the prize winners should sit at the front and that the presentation of the awards be stream-lined. **Action point**

It was noted that a photographer be invited to a Council meeting to take a photograph of the Council. **Action point**

With reference to the invoice received from the venue there are outstanding queries
Action point

General Meeting Agenda Items

The Consultant Administrator tabled a collation of the 33 submissions received and a copy of all submissions for the trustees, President and President-Elect. It was agreed that the 33 members should be invited to the General Meeting. **Action point**

The offer of a free of charge venue was discussed. President Foster confirmed that it will be his decision, under the Articles, and he will decide as and when a date is agreed. When discussing the possible topics, it was requested that there should be a trustee to speak on each topic on behalf of the Society.

Trustees agreed to meet again as the Council on the 13th of May to allow time to read and consider the suggestions. **Action point**

Correspondence

It was confirmed that the Equine Studbook Association subscription was paid on the 23rd April 2019.

It was confirmed that a request from IG Germany, for sponsorship of two medals, be referred to the Society Funding Policy and they be asked to complete an application form should they wish to apply for 2020. **Action point**

RWAS letter regarding Royal Welsh Show 2019 catalogues, no further action.

RWAS letter regarding Society judges able to judge 2019 and 2020 Royal Welsh Show, no further action.

A query on a stallion licence regarding section 3, to be referred to the Honorary Vet for review and feedback and not to trustees. **Action point**

Due to a shortage of time four pieces of correspondence were deferred to the 13th of May Council meeting. **Action point.**

Judging and Showing Handbook Brood Mares

A statement was tabled from the Honorary Vet. Trustees agreed with the advice and that the website should be updated now with the wording from the 2018 J&S handbook. This will then be an agenda item for Judging & Showing on the 3rd of June. **Action points**

It was proposed, seconded and carried that the Society return to the 2018 ruling.

Appointment of trustees to standing committees

Chair and Vice Chair of Council to float and Daydre Chambers appointments to be confirmed on the 13th of May. **Action point.**

Morning Meetings

Judging & Showing: Daniel Morgan (Chair), John Welsh (Vice Chair), Debbie Jones, Barry Hall, Elizabeth Hampson, Sharon Charlton

Education and Welfare: Dilwyn Roberts (Chair), Roger Davies (Vice Chair), Geraint Davies, Elgan Evans, Gwyn Jones with Roland Michell in attendance.

Afternoon Meetings

Member Services: Gwyn Jones (Chair), Elgan Evans (Vice Chair), Dilwyn Roberts, Roger Davies, and Geraint Davies.

Promotions: Elizabeth Hampson (Chair), Sharon Charlton (Vice Chair), Debbie Jones, Daniel Morgan, John Welsh and Barry Hall.

Dates to be decided.

Finance and Human Resources: Geraint Davies (Chair), TBC (Vice Chair), all Chairs from standing committees, the Chair and Vice Chair of Council.

A query was raised as to whether education and welfare should be separated. Annual review of standing orders and terms of reference deferred to 13th of May. **Action point.**

Trustee representation on external committees and working groups

BHS Horse and Pony Breeds	Elizabeth Hampson
British Central Prefix Register	Debbie Jones
National Equine Forum	Dilwyn Roberts
Horserace Betting Levy Board	Barry Hall
International Committee	Daniel Morgan
Joint Measurement Board	Debbie Jones
NPS & NPS Competitions	John Welsh
National Equine Welfare Council	Roger Davies
Ponies UK / BSPS	Sharon Charlton

Welsh Equine Council
Welsh Part-Bred Group
Equine Studbook Association
All Party Parliamentary Equine
Welfare Group

Colin Thomas
Sharon Charlton
Gwyn Jones

To be confirmed

Sales Committee

Taking place at Brightwells in November of each year: Elgan Evans, Roger Davies, Gwyn Jones, Elizabeth Hampson and the Chair and Vice Chair of Council.

Pavilion and Estates Group

Geraint Davies, Roger Davies and Elgan Evans.

Annual meeting with RWAS

Usually in November at the showground: Elgan Evans, Roger Davies, Gwyn Jones, John Welsh, Geraint Davies, Sharon Charlton and Chair and Vice Chair of Council.

DNA Testing

This working group will take place under Education and Welfare.

Dates of Council and Standing Committee Meetings

Tabled. Agreed the standing committees will meet on the 3rd of June. **Action point.**

Any Other Business

President-Elect C R Davies and Daydre Chambers left the meeting.

Roger Davies will be the mentor for the Young Ambassador.

It was confirmed that the Society has recalled the two gold medals sent out in error.

A trustee spoke on a rumour concerning him. He has heard that people are saying that he is challenging for the role of Chair. He clarified that he has not been canvassing to challenge for Chair nor has tried to challenge for it. He wishes all members to know this and is concerned as to how this rumour has arisen.

It was confirmed that the Stud Book for 2016 has been ready since October 2018. However, an issue has arisen whereby the staff do not have the capacity to action it. Further research is required in this matter to progress. **Action point**

The Office Manager to be consulted on how many audit recommendations have been completed **Action Point**

The Council meeting was closed at 6.00pm with no further business.

The next Council meeting will be held on Monday 13TH of May at Bronaeron. Trustees to attend for 9.00am with minute taker to join from 9.30m.