

THE WELSH PONY AND COB SOCIETY
CYMDEITHAS Y MERLOD A'R COBIAU CYMREIG

**Summary of the Non Confidential Minutes of the Council meeting held at
4.00pm on Monday 3rd June 2019 at Bronaeron, Felinfach, Lampeter,
SA48 8AG**

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

Apologies:

In Attendance: Brian Foster (President), C R Davies (President-Elect), Gemma Bassett-Burr (Deputy Company Secretary - DCS)

Minute Taker: Rob Allen (Consultant Administrator- CA)

Welcome and Apologies

The Chair of Council welcomed Gemma Bassett-Burr to the meeting as the maternity cover for Hannah Wilson. She was confirmed as the office point of contact for all trustees. On behalf of the trustees Wyn Jones expressed sympathy to Colin Thomas for the recent loss of his brother.

Declarations and Items for Any Other Business

Roger Davies declared an interest in an item under Any Other Business

WPCV e-mail
Member e-mails under correspondence

Privacy Policy for Review and Approval

The CA spoke on the updated Privacy Policy and read out the updated legal advice. He commented that the Society will need to continue work on compliance with the policy and the General Data Protections Regulations following publication. The Society will need to define what data it holds and why it retains the data and where. It will need to consider what is retained for "historical archiving" reasons and how it justifies selling out of date personal information in the Stud Books.

Queries were raised and discussed as follows:

Page 6 it was agreed to put the process in place to delete all enquiries over 6 years
Page 10 it was agreed to remove the reference to Central Equine Register as the contract has not been agreed to date

Page 14 Gemma Bassett-Burr is the interim Information Officer until a Company Secretary is recruited.

It was proposed, seconded and carried that the Privacy Policy is published subject to the changes as agreed. **Action point**

It was queried by a trustee if the Society is planning to write to all members asking them to confirm which horses they own. Should there be a discount offered or an amnesty? It was commented that a trustee has seen horses in his name that are now long gone. The issue is that it is the purchaser's responsibility to confirm the transfer of animals, not the vendors, but there is a cost of £15. Non-members do not feel the need to inform the Society as they do not wish to pay the fee. It is good for Society staff to be at the Sales in order to do the transfer. A discussion had taken place in Member Services and a duplicate book was tabled.

It was suggested that clarification could be sought from Trading Standards as the Society is complying with its responsibilities. The new website can do the transfer automatically however there is still an issue with purchasers not wishing to pay the fee and the Society is unable to delete the fee. The only solution is for the vendor to pay the fee and transfer the animal. There should be wording published that protects the Society from liability in this situation.

Progress Against WPCS Strategy Day Action Plan

The 1st of July Council meeting notification and draft agenda was tabled. The draft minute from the 13th of May was tabled to inform trustees discussions under this item.

Gemma's name will replace Hannah Wilsons on the action plan. **Action point**

The DCS gave a report on the new website and the provider is working on the members section, timescale to be confirmed. The Chair suggested a working group to proof the website. It was agreed that the Honorary Vet be asked to update the technical information e.g. blood typing. **Action point**

Publication of Council meeting summaries, the CA updated trustees on progress of 2019 meetings. Out of eight meetings, four have been published on the website, one is awaiting approval, one is awaiting ratification and two are outstanding.

Procedure for Correspondence. It was noted that the DCS needs an induction into Society communication policies and procedures. **Action point**

The correspondence from a member was discussed. Several of his suggestions were discussed earlier today in the Promotions standing committee meeting. A letter of thanks to be sent advising that the Society will contact him if it needs his expertise in the future. **Action point**

It was proposed, seconded and carried that Carlam Ltd film on behalf of the Society at the Royal Cheshire Show. **Action point**

Confidential minute raised.

Data Subject Access Request Form

It was proposed, seconded and carried that the Society publishes this form on the website at the same time as the Privacy Policy. **Action point.**

Correspondence

- a) Referred to Education & Welfare
- b) In response to correspondence, it was discussed that the types of membership need to be reviewed. It was noted that some judges continue to have joint memberships rather than individual. The Society no longer offers joint memberships. The office to report back to Council how many joint memberships continue to exist. Judges on joint memberships to be written to.
Action points

It was proposed, seconded and carried that the Society writes to the family, expresses sympathy, but confirms that the rules are clear and people need to be members to win medals. **Action point.**

- c) No further action
- d) Confidential minute raised
- e) Confidential minute raised

Any Other Business

General Meeting 2019

A draft agenda was tabled as a discussion tool.

It was agreed that the GM will take place at the RWAS Showground, Builth Wells on Saturday 31st of August 2019. It was noted that an anonymous donor has offered to sponsor the event. The exact timings will be agreed once the Society has returned to the RWAS with a confirmation of the date. **Action point**

It was agreed that any items for Any Other Business need to arrive at the Society in writing three weeks in advance of the meeting. There will be a Chairs Report which will cover most of the members topics clearly demonstrating what the Society is already putting in place and the progress to date. Where there are agenda items there will be a named trustee who will speak on each topic. Deferred to 1st July Council meeting **Action point**

With reference to increasing from 15 trustees to 21, it was clarified that one option was to increase by 2 trustees each year over 3 years. It was queried whether the Society would be complying with company law by making changes to its constitution outside of an annual general meeting. The Chair clarified that the Society will need to consult with legal advice. **Action point**

For the agenda it was suggested reducing to five sub-headings commencing with welcome and apologies and concluding with closing remarks by the GM Chair. New agenda to be drafted for discussion and approval on the 1st of July. **Action point**

7b) *ESA papers were tabled.* Deferred to 1st July Council meeting **Action point**

7c) *Roger Davies left the meeting*

It was proposed, seconded and carried that the request for member renewal is accepted. A letter to be sent to the member. **Action point**

Roger Davies returned to the meeting

7d) It was agreed by trustees that an alternative venue is found for the 21st of July International meeting due to the issues arising with having to sign attendees into the Royal Welsh showground. Options are the Metropole, Llandrindod Wells or the Castle Hotel at Llandovery. Registrations from 1pm with the meeting between 4 and 6pm. Refreshments available. **Action point**

7e) deferred to Council on the 1st of July **Action point**

Next Council meeting to take place on Monday 1st of July 2019.

The Chair closed the meeting at 6.00pm.