



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

**Summary Minutes of the online Council meeting held at 9.30pm on Monday 24<sup>th</sup> August 2020**

**Present:** **Via laptop/pc** President-Brian Foster, Colin Thomas, Wyn Jones, Geraint Davies, Gwyn Jones, Daniel Morgan, Barry Hall,  
**Via mobile phone or landline**  
Debbie Jones, Dilwyn Roberts

**Welcome and Apologies:** Roger Davies (President Elect) Liz Hampson, John Welsh, Sharon Charlton, Roger Davies, Elgan Evans

**In Attendance:** **Via phone** Gemma Bassett-Burr (Office Manager)  
**Via laptop** Meirion Davies (Company Secretary)

**Minute Taker:** Gemma Bassett-Burr (Office Manager)

**NOTE. The Confidential minutes are read out at these online meetings, they are not circulated.**

The Chair welcomed everybody present to the meeting and thanked them for continuing to take part in this way.

**Declarations.**

**Any other business**

Refund of AGM tickets  
Exhibition unit

New members list for August for Chair /Vice  
Travel license  
Phoneline to the office  
Chipping old mares  
International meeting

**Corrections to Minutes 28<sup>h</sup> July 2020**

There were no corrections.

**Matters arising**

A letter has been sent to Brightwells regarding the AGM trophies but as yet no response received.

A meeting is to be arranged for this week to finalise the Stud Book. Chair of Finance asked if costs savings could be made on the publication? Seventy-five copies to be ordered. The Articles of Association stipulates that a Stud book must be produced. A trustee felt that the Society will have to take a loss on the production of the new Stud Books.

### **Proposed and Seconded All in favour.**

*Corrections Confidential Minutes 27<sup>th</sup> July 2020*

Company secretary read the confidential minutes to everyone present.

### **Chairman/Vice Chair's report**

Trustees and staff, once again a sincere thanks for working through these difficult times. Although hardship has occurred here and globally because of the pandemic, I am pleased to say that Society has coped very well up to now. I sincerely hope that we do not face any adverse effects from this in the future.

The staff and Board have done everything possible to manage the Society in these unprecedented times and we will continue to do so, until such time that these restrictions are lifted.

I fully appreciate that video and telephone meetings is not the ideal way to run Council meetings and have addressed this with the Company secretary, during the discussion the Chair of Finance was also present. I can assure you that the Company secretary and Office manager is doing everything possible to arrange a suitable meeting place, which will allow the WPCS to comply with the Welsh Government, Covid-19 guidelines.

I was a very proud to take part on behalf of Council, on the interviewing process of eight very strong candidates for the position of Passport Officer – I have to mention the Office manager and Company secretary for the professional way they had set this out – thank you both.

I personally believe that the myth of you can't get quality people to apply for employment positions in this part of the world, should now be put to bed.

Acknowledgement and gratitude to the Office manager and staff for arranging the online show.

To the Chair and committee of the online sales and to Company secretary who I know has been working way above is contracted hours to source entries and make the admin side of the sale possible.

I have also noted through the period of the pandemic, that quite a few of our members have passed away. I would like to offer condolences on behalf of Council and staff."

### **Company Secretary report.**

The Company secretary thanked the Chair for kind words about the office and team.

The new 'Registration window' deadline with a price increase after it has worked doubling the amount of registration applications received. Breeders are also being proactive with their Mare DNA profiling which is encouraging causing less issues. Incorrectly completed forms being continue to be sent back.

The Welsh Government are pleased with the response we have had so far. The Office is still working on limited staff, the office is still closed to members but the system with people ordering and collecting is working if they collect when arranged.

The appointment process for the Passport officer post was encouraging, especially the standard of applications received. Three strong candidates came to the fore of whom anyone could have been appointed. Held under Covid regulations the interviews held at a hotel.

The advertisement for the Passport Officer resulted in 22 applicants. Twenty-one 21 of the applicants lived in Ceredigion. It was noted that it was a very positive day for the Society and very touching to see the enthusiasm of those who attended

The trees at Bronaeron

A trustee offered a trailer to dispose of the tree if it will keep costs down. Trustees approved for the cheapest quote to be progressed with in the absence of the 3<sup>rd</sup> company getting back to us, as this is a danger and further storms could result in the tree coming down.

The boiler has now been serviced by the company that had previously done the work. The engineer did not feel a new boiler is required if these parts are replaced and serviced annually.

Chair of Finance noted that there was an allowance in this year's budget set aside for a new boiler.

It was proposed to go ahead with renewing the parts as recommended and to order a new tank.

**Proposed and Seconded All in favour**

The grant application made to Powys had resulted in the receipt of a grant. Ceredigion initially turned down the application, but the Company secretary appealed, noting that Bronaeron was more than an Office and a worldwide attraction for breed devotees and enthusiasts and they have now rewarded the Society. The Company secretary will invite the leader of Ceredigion Council to Bronaeron once the Covid-19 situation eases.

It was noted that the Office is buying large quantities of passport paper to make savings. Gloves and face shields are to be provided to staff and hand sanitiser. The staff will be located around the building to ensure safe spaces. The first two days on their return will be for training, appraisals, and general tidying up and the introduction of new office practices. The Welsh government have given permission for a telephone answer system for this period.

*Confidential minute*

*Confidential minute*

### **Finance and HR Report**

*In Confidential minutes*

### **Confidential Staff matters**

*In Confidential minutes*

### **Online sale report**

Forty-six entries have finally been received after a huge amount of persuasion and requests. It has been a struggle to get this off the ground. A few members had verbally committed to Trustees even noting the animals to be sold only to go back on their word at the very last minute and not enter. The sales entry contains 80% from studs who bred the animals which is why the Society provides this opportunity for the breeders amongst its membership. The general response has been that it is a good catalogue. The Company secretary requested of all trustees that they register with the auctioneers to see how it is done and they will then be able to support members who may need guidance. A person is only required to register once for all sales.

Immediately after the sale closes, we will announce the next one to sell on the 10<sup>th</sup> of October with a 25<sup>th</sup> of September closing date. This sale would not have been possible without the Company secretary's input and the staff support, and the Chair thanked them sincerely for all their work. The finalising of the new sale date to be discussed with the Chair and Vice Chair of the sales committee before announcement.

Some technical problems were faced and overcome. The Company secretary requested that if the Trustees had any feedback to give or any from the members that the Office would welcome suggestions and queries in order to better the experience of selling online.

It was also noted that for the first sale Trustees had stood back from entering their own stock as numbers were limited, however from now on any trustee or staff member can enter the sales.

### **AGM**

The Company secretary has spoken to the Charities Commission at some length and discussed the changes to the Act. The Charity Commission foresaw that the government was going to need to extend and amend any deadline soon. They have noted that as long as discussions had taken place regarding the decision to cancel the AGM for 2020 and good governance was demonstrated by minuting of decisions, they would back a decision to cancel. The Charity Commission had noted that there were many other Charities in a similar position. The Company secretary had asked whether or not the WPCS should write formally to the Charity Commission to inform them of the decision, but this was discouraged in order to avoid unnecessary correspondence. The Company secretary had noted that he would update the existing Serious incident file which had been created to encompass all decisions on this matter. It was suggested by the Company secretary that the Council of Trustees would need to review the Articles of Association to allow a proviso for a form of online AGM to take place in exceptional circumstance in the future under the guise of a 'temporary constitutional change because of exceptional circumstance'.

Vice Chair suggested that the articles are reviewed to allow for electronic meetings to take place under circumstances such as a pandemic.

The Chair suggested the solicitors looked at the Articles of Association to allow and bring it up to date. The Company secretary was asked to speak to the Society solicitors and then move forward on their advice to take this to the membership in due course.

### **Minute Admin cost and pricing**

It was formally proposed that the Charge of £1 be issued per microchip update to all members and non-members following the adoption of the new laws this October and next spring regarding the microchipping of all animals.

### **Proposed and Seconded All in favour**

#### **Staff / Furlough**

Staff will be returning next week 2<sup>nd</sup> September 2020

It was agreed that in the interest of health and safety in the pandemic period that the Office should be kept closed until further notice. A note to this effect to be placed on Facebook and the website to confirm the situation.

A trustee noted that he had received complaints from members regarding contacting the Office by phone lines and issues with them being answered. The Company secretary explained the volume of calls coming through was high even though the Office had made numerous requests for people to email as the Office is still understaffed due to the Covid-19 furloughing.

## **AHT insolvency / DNA records**

The Company secretary gave an update on the situation. The AHT has gone into administration. Weatherbys Scientific have taken all the WPCS hair samples from AHT alongside all those from other societies. The Company secretary had given the Director of Weatherbys authority to do so and to take care of the samples to the best of their ability. The Company secretary has requested that we are provided with a mirror copy of the AHT database for WPCS animals which we are awaiting a copy of.

The Company secretary confirmed that the WPCS owns the rights to the data. Very few old stallions have come forward to be tested.

## **Mediation Prices Investigation and Disciplinary hearings**

*In Confidential minutes*

### **2021 Journal and terms of reference**

Terms of reference have been drafted for the committee. It was proposed that they be accepted.

**Proposed and Seconded All in favour.**

The next Journal Committee meeting to be scheduled for early September

The Journal is looking back 50 years to 1971 at shows and sales. The few shows held in 2020 will also be reflected. The retired Publicity Officer has already written some articles. The Company secretary noted that he had looked in the previous WPCS magazines and some excellent articles can be used as back up if required.

### **Transfers and registrations update**

Currently transfers are taking 6 days and Registrations are working on the 29<sup>th</sup> July 2020. On the last two days of July before the price change we received 165 and 146 registrations application forms each day.

### **Online Fun show**

Nearly 400 entries were received from all over the World.

The images have gone for judging the results should be released on the Society's FB and website by the end of this week.

### **Thelma Carter plaque / wording**

Option 2 was the overall chosen wording following the response by email from Trustees. The Company secretary has spoken to a trustee regarding checking that the translation is grammatically correct. The two plaques are to be produced.

**Proposed and Seconded All in favour**

### **Duplicate HOYS Gold Medal request.**

The owners of a HOYS gold medal winning animal were to have received its award at the postponed AGM and have requested two medals as the animal is in joint ownership. Trustees expressed a worry that this could set a precedent for everyone having a joint ownership winning a medal. After discussion two proposals were made.

A trustee proposed that if a duplicate was to be allowed for the owners then a considerable amount be charged. This was seconded.

A trustee proposed that the request be refused, and no duplicate medals be awarded. This was seconded. Discussion ensued which resulted in a split vote. It was carried that no duplicate medal be awarded.

### **Livestock sale tender**

*In Confidential minutes*

### **Future meetings**

The Company secretary outlined the future timetable of meetings which would be circulated.

Discussion took place about the Trustees wish to end online meetings. The Company secretary agreed that a face to face physical meeting is the ideal however with the number of Trustees and staff required to attend full Council meetings this was very difficult whilst following current government guidelines and restrictions. The Company secretary noted that the venues approached were not open or too small to enable such a large group and ensure social distancing. It was pointed out that at the current time looking at the government regulations business meeting can only take place with bubbles of up to 6 people. As this is a situation that can change daily the Chair suggested contacting the Welsh government for definite advice in advance of the next scheduled Council meeting.

### **Website meeting**

The Company secretary reported on a very positive meeting with web company Fanatic. A long list of changes adaptations and new features had been discussed for implementation.

The Company secretary has negotiated for all the changes required apart from any new plug-ins such as the Direct debit facility which will have fixed off the shelf costs. Once this work is done we then need to streamline and update all the website content in an orderly manner and re-vamp and restructure the shop area. The Trustees were happy for the Company secretary to proceed.

### **Enrolment of new members**

Both Chair and Vice-Chair on receipt, could see no issues with the names and proposed that they be accepted as members.

**Proposed and Seconded.**

### **Prefixes**

A request from a new breeder to use the prefix, previously used with no activity by another member for over fifty years since 1970. The Company secretary asked if trustees were happy to release the prefix. There was a maximum of 10 registered part-breds and foundation stock animals registered under this prefix in the period previously used. After discussion it was proposed that the request be granted.

**Proposed and Seconded All in favour**

### **Section B Stallion Registration**

A lady member wishes to license her 7-year-old as yet unregistered section B stallion. After discussion it was decided to refer this matter back to the Registrations Committee and to consult with the Society's Hon Vet.

## Section X

It was suggested that the Company secretary speak with ESA regarding Section X and where we stand legally with it. It needs clarification under EU law from 1996.

### Receipts and Acknowledgements

A trustee had confirmed that both he and some members had not received any acknowledgement for money paid into the office. The Company secretary outlined the Office arrangements that if a Vat receipt was requested that was always sent. This is issued once the form is checked and the monies inputted to the database. Everything is issued in strict date order and must be processed in the order received. Many members send a self-addressed postcard for the Office to return to confirm receipt of their documents, others request an email which is at no cost, whilst others use the postal tracking service. The Company secretary does not wish to introduce another layer of acknowledgement which would be both costly in time and postage.

### Correspondence

No correspondence which is for the attention of Council was received.

### AOB

**Microchipping of older mares** – The Company secretary noted that a formal request for animals over the age of twenty to be given special dispensation not to be microchipped was made to the Welsh Government for animals based in Wales as the lead in time for the microchipping deadline is that much longer than in England. This had been followed up with another request at the second quarterly meeting however whilst the Government officials could see the logic they have put it in front of their legal department who are only currently looking at BREXIT and COVID issues as priorities and will look at it in time. A positive response before the deadline does not look promising, however the matter will be raised again at the next meeting for an update.

**International meeting** –The Company secretary outlined some of the topics, Brexit, the Charter and Judges for the German international show. Hopefully more countries can join us this time as this is online for this year.

**Exhibition unit** – after discussion it was decided that it should be looked at to assess the issues with it. With a full report issued to council of any issue if any. It also needs to be MOT tested

**Refund of AGM money** – It had been announced immediately after the decision to cancel the dinner that there were three options for those who had already paid for tickets. A full refund, a J1 entry which held the money on the members account to pay for future services or that they could choose to donate the funds to the Presidents chosen charity. Many members had taken up the offers, although some had not responded.

**JMB** – are now trying to shore up and confirm arrangements. They have asked for the WPCS representative. The office has not received any notification of any meetings in the last year. Two trustees are nominated at the first Council meeting after the AGM. Company secretary had informed the JMB of this, but they requested only one delegate. A trustee name was proposed and if she was unavailable, the second trustee could deputise. This was agreed by all trustees as a workable option.

With no further business the Chair thanked everyone present for their contribution and closed the meeting at 16:49pm

*This report is prepared solely for the purpose of Council. It is private and confidential to members of Council. They must not be produced or disclosed to any other individual. The remarks made by any specific members of Council as reported in these Minutes are their personal views and not the views of the Society unless ratified by the Society.*