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British Carriagedriving Council Minutes

Meeting by Conference Call

Wednesday 15th May 2024 at 7pm

1	<p>Suzanna Anslow – Safeguarding Lead</p> <p>The Chairman welcomed Suzanna to the meeting and invited her to update Council on current Safeguarding issues.</p> <p>Suzanna noted that Club Safeguarding Officer training has had a new programme developed which is being rolled out for all British Equestrian member bodies.</p> <p>Suzanna confirmed that British Equestrian was in the process of migrating all safeguarding information onto the new Globocol system on which JI and MK had also received training. British Equestrian are supporting the smaller member bodies.</p> <p>It was also noted that processes for identifying issues involving grooms could be improved.</p> <p>A query had been raised by a BC registered photographer. Suzanna noted that photographing children is not illegal, it's what is done with photos that is critical. It was suggested that children who do not wish to be photographed wear a bright orange hat band. Suzanna noted this could backfire as it flagged up individuals who do not wish to be photographed. Seeing competitor numbers can be problematic. She suggested BC have a published policy and event organisers need to identify any child who does not wish to be photographed. Photos would need to be deleted if taken in error although it would be very difficult to police as banning at the photography level is virtually impossible. Photographs of children should only be published if you know you have permission. Under 18 are classed as children.</p> <p>The wording, previously discussed, has already been added to the entry form although this did not address the issue of identifying anyone that did not wish to be photographed. One club has created a protocol which Suzanna will discuss with them.</p> <p>The Chairman thanked Suzanna for her time and effort on behalf of BC.</p>
2	<p>Present at the on-line meeting: Patti Atkinson, Andrew Counsell, Sara Clinghan, Rod Holdsworth, Jane Isaac, Dick Lane, Jamie March and Dan Naprous.</p> <p>Apologies were received from Anna Grayston.</p> <p>The minutes were taken by the Executive Officer, Mary Kusin.</p>
3	<p>Conflicts of interest</p> <p>No new conflicts of interest were noted. Conflicts with individual agenda items will be noted during the meeting.</p>
4	<p>Minutes of the previous meeting</p> <p>The minutes of the previous meeting were proposed by DN, seconded by SC, and agreed as a true record of the meeting.</p>
5	<p>Matters arising</p> <ol style="list-style-type: none"> 1. Special Development Fund meeting: Deferred to the next meeting. 2. Promotional leaflets: These are currently work in progress but not yet ready for printing. A draft will be sent to Council for approval in due course and prices sought. 3. Update on BEF grant for volunteers: The first half of the grant has been received from British Equestrian. A positive meeting had taken place with the clubs that volunteered to take part in this initiative. The overall aim is to increase the number of volunteers. The Chairman will circulate the presentation to Council and shared his

	<p>screen to show Council the aims and objectives of the project. It is hoped to involve all clubs in the long term.</p> <ol style="list-style-type: none"> 4. Facebook Marketplace: This has now been set up and is working well. 5. Safety Officer Approval: The Safety Committee have approved the appointment of Sarah-Louise Walker who will be added to the list of Safety Officers. 6. Zoom Capacity: It was noted that there was trouble upgrading the current subscription without taking out a duplicate subscription and this needs further investigation.
6	<p>Correspondence</p> <ol style="list-style-type: none"> 1. Email from a member re Safety: It was agreed that this would be forwarded to the Safety Committee for their consideration. 2. Email from Horse Fours Chef d'Equipe re 2024 National Championships: It was noted that Council had discussed this at a previous meeting. To reach a decision, it is necessary to know if any drivers are serious about competing at the H4 World Championships. A cut off point, possibly around two months before the event, needs to be identified. The situation will be monitored and updated at the next meeting. The Chef d'Equipe will be asked to update Council with names of anyone who wishes to contest the H4 World Championships. Osberton had been suggested as an alternative venue for the H4 National Championships and this could be acceptable as a one off for one class. 3. Email from a member with various suggestions: A harder test had been requested for the Gateway Allcomers. It was suggested that clubs could be permitted to choose the test they consider most appropriate, with a review of the success of this option at the end of the season, and this was agreed. The test for the National Championships was queried and it was agreed that the existing shapes test would be used. Central printing of the marathon numbers was suggested. It was felt that the sponsors could be approached to see if there was another way their logos could be highlighted elsewhere as everyone was now accustomed to printing their own numbers. The Rule Book has now been sent to the printer and orders will be forwarded shortly. 4. Email from a member regarding alternative event formats: This was discussed in considerable detail. It was felt that the present structure for progression was working well, with a link from Gateway to Novice planned, and the proposed changes could create confusion. It was agreed that clubs could run events in any format they wished. The Chairman will send a reply. It is anticipated that this will be raised at the meeting with the affiliated clubs next week. <p>RH joined the meeting.</p>
7	<p>Decisions by email</p> <ol style="list-style-type: none"> 1. Following the cancellation of the marathon at Ashfields due to adverse weather, it was agreed that the class placings after dressage and cones would count for National Championship qualification and points in the HarnessStuff and Howden Driver of the Year points leagues. 2. It was agreed that the ages of Young Drivers would follow the FEI's interpretation and be based on their actual age rather than counted as the age they turn during the year.
8	<p>Finance</p> <p>The Treasurer noted the addition of the forecast column to complement the budget. An allowance had been added for the cost of office cover and the increase in the fee for British Equestrian. It is hoped that the start fee income will be greater than forecast.</p> <p>The balance sheet shows considerable reserves and includes the international class accounts which have a total of around £57k.</p> <p>Access to the Allica account has been extended to the Executive Officer and bookkeeper.</p> <p>A partial refund of the start fee for Ashfields had been suggested. The Treasurer felt this was unnecessary and this was agreed.</p>
9	<p>Legacy Funding</p> <p>A new application had been circulated to Council. As it had only just been received there was insufficient time to consider it in sufficient detail and it will be discussed at the next meeting.</p>
10	<p>Review of Officials List</p> <p>A copy had been sent to Council. It was agreed to defer this to the next meeting.</p>

11	<p>Indoor Carriage Driving</p> <p>The Championships ran very successfully and were greatly enjoyed by competitors.</p> <p>Enquiries regarding flu vaccinations had been received as some members missed the note in the email that this did not affect horses that were vaccinated before 1/1/24 and only affected horses and ponies starting a new course of vaccinations.</p>
12	<p>British Equestrian update</p> <p>A new Chair, Fields Wicker-Miurin, has been appointed and the Chairman made her acquaintance at RWHS. She intends to attend the National Championships.</p>
13	<p>British Equestrian emails</p> <p>It was noted that one required a response but the deadline set was not achievable.</p>
14	<p>Competitions Report including small equine classes</p> <p>The new Small Equine rules had been considered with a new dressage test in a 20x40m arena and Section B only. This will be trialled at the next Windsor Park event.</p> <p>Thanks were expressed to Vic Kusin for his assistance creating the dressage test diagrams.</p>
15	<p>International Teams Committee</p> <p>The Chairman noted he was very pleased with the teams at Windsor and commented that it had been lovely to hear our National Anthem played.</p> <p>The Horse Pairs have a new Chef d'Equipe, David Matthews, and they are starting training for their Championships next year. A new Chef is being sought for the Ponies.</p>
16	<p>Office Report</p> <p>It was noted that one further club is intending to affiliate and the coaches list has been refreshed.</p>
17	<p>Other Reports</p> <p>Revised training systems are being designed for new officials and it is hoped that these will be ready to view at the next meeting.</p>
18	<p>AOCB</p> <p>The Chairman agreed to look into the composition of the training working group before the next meeting. A new Rules Committee has been created and a copy will be sent to the EO to enable the website to be updated.</p> <p>An application had been received from Roger Dodson to be a Probationary TD and this was approved unanimously.</p> <p>A query about probationary officials was raised regarding event attendance. It is up to events to agree which probationers they are happy to accept. Events will submit a list of officials and the completed expense forms and reports to the BC Office.</p> <p>As there was no further business, the Chairman closed the meeting at 9.30pm and thanked the directors for their time.</p>

Signed _____

Date _____

Andrew Counsell: Chairman British Carriagedriving



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British Carriagedriving Council Minutes

Meeting by Conference Call
 Wednesday 17th April 2024 at 7pm

1	<p>Present at the on-line meeting: Patti Atkinson, Andrew Counsell, Sara Clinghan, Anna Grayston, Rod Holdsworth, Dick Lane and Dan Naprous.</p> <p>Apologies were received from Jane Isaac and Jamie March.</p> <p>The minutes were taken by the Executive Officer, Mary Kusin.</p>
2	<p>Conflicts of interest</p> <p>No new conflicts of interest were noted. Conflicts with individual agenda items will be noted during the meeting.</p>
3	<p>Minutes of the previous meeting</p> <p>The minutes of the previous meeting were proposed by AC, seconded by PA, and agreed as a true record of the meeting.</p>
4	<p>Matters arising</p> <ol style="list-style-type: none"> 1. Special Development Fund meeting: Arrangements for this meeting have not yet been finalised. 2. Promotional leaflets and “Ask Me” tabards: The layout was agreed with sky blue the preferred colour. Ten will be ordered in a variety of sizes. The leaflets are not yet confirmed but will be pursued. 3. Small equines: A productive meeting had been convened, with a number of guidelines discussed, to introduce classes for small ponies, while allowing the option for small ponies to contest the full marathon if preferred. Another meeting is scheduled. It was noted that this would not incur any additional work for the event organiser or officials. 4. Young horses query: Guidelines for entering FEI Young Horse classes had been drafted. This will be circulated to Council. 5. Composition of Rules Committee: The Rules Committee composition has been refreshed with new members added. The aim is to review different sections of the rule book throughout the year. <p>RH joined the meeting.</p> <ol style="list-style-type: none"> 6. Agreement to run the awards in November: It has been agreed that this will take place at the November function. The hotel can seat 320. 7. Update on coaching complaint: Further aspects of this discussion were deemed to be confidential by the British Carriagedriving Council. 8. Update on BEF grant for volunteers: Information has been circulated to the clubs who offered to help with this initiative and British Equestrian has been invoiced. The final proposal will be circulated to Council. 9. First Aid investigation – volunteer: It was reported that a member had been very proactive in preparing a paper looking into first aid provision.
5	<p>Correspondence</p> <ol style="list-style-type: none"> 1. Emails from ITC re flu vaccinations: It was agreed to reverse the decision taken in February and BC will now follow the FEI guidelines which are implemented by vets. The Rule Book will be updated accordingly. This only applies from the start of 2024. An email will

	<p>be sent to members explaining the new time frames, with an article on the website which can be shared on social media.</p> <p>2. Safety at Outdoor Events from a member: It was agreed that Gateway events did not work indoors as these classes are intended to be an introduction to outdoor events. While it was agreed that carriage driving could have dangerous elements, it was felt that these were managed as far as possible. A reply will be sent noting that the Council are happy with the present rules and age groups but the situation will continue to be monitored.</p>
6	<p>Decisions by email</p> <ol style="list-style-type: none"> 1. Lyn Price was added to officials list as a National Safety Officer. 2. It was agreed to have a half page advert in the RWHS programme.
7	<p>Finance</p> <p>The Treasurer noted that the financial situation was very similar to 2023 regarding income from memberships and affiliations. A new forecast column has been added to the financial spreadsheet.</p> <p>Expenditure was in line with expectations regarding costs for the clinics. The BEF levy has increased by £2k and a further £2k has been reserved to provide office cover during annual leave. An overall loss of £3-4k is forecast but this does not require any action at this time.</p> <p>A new instant access account, paying 4% interest has been opened. An additional longer term deposit account has also been set up which keeps balances in each account under £85k. The Treasurer hopes to introduce cash flow forecasting. It was noted that additional access was required for the new accounts as, at present, only the Treasurer can access them.</p>
8	<p>Legacy Funding</p> <p>No new legacy applications had been received.</p>
9	<p>Volunteer to create and administer a British Carriagedriving Market Place Facebook group</p> <p>A volunteer had offered to administer a new page for adverts which would be removed from the Chit Chat group and Council agreed to accept this offer and will follow the social media guidelines which have been created. It was agreed that an additional administrator on the Chit Chat page was not needed.</p>
10	<p>Coaches list published on the website</p> <p>It was agreed that anyone who had not supplied the necessary documentation would be removed from the list and 1/5/24 will be the absolute deadline. A further email will be sent to anyone who has not yet submitted the requested information.</p> <p>The Coaches Code of Conduct is under review and will be circulated to Council before the next meeting. Anyone listed as a coach on the BC website will be expected to sign up to this.</p> <p>It was agreed that a UKCC or 1st4sport qualification will be required for anyone listed on the BC website.</p>
11	<p>Indoor Carriage Driving</p> <p>It was noted that Arena UK was hosting the Indoor Finals with 120 entries received so far. Horse and Country TV are covering the event.</p> <p>The previous concern regarding the indoor obstacles will be addressed with a meeting at the finals. Sponsorship has been offered to facilitate training for indoor CDs so that obstacles can cater for all equines from Shetlands to Shires.</p>
12	<p>British Equestrian update</p> <p>Nothing to report. Some meetings are scheduled for the coming months.</p> <p>It was noted that a new British Equestrian chair had been appointed.</p>
13	<p>British Equestrian emails</p> <p>These have been circulated to Council.</p>
14	<p>Competitions Report</p> <p>The UK Driving Grooms and Backsteppers Group have planned special rosettes for the groom/backstepper for first to third placed turnouts at the National Championships.</p> <p>All marathon backsteppers will continue to receive a rosette at the end of the marathon.</p>

	Two Zoom meetings for scoring have been organised and the Chairman agreed to host these meetings and monitor the questions.
15	<p>International Teams Committee</p> <p>The Chair of the International Teams Committee is unable to attend the scheduled meeting in May due to work commitments. It was agreed that she would attend in June instead.</p> <p>David Matthews has been proposed as the new Chef d'Equipe for Horse Pairs. This was agreed unanimously.</p> <p>A letter of thanks will be sent on behalf of Council to the outgoing Chef d'Equipe.</p>
16	<p>Safeguarding</p> <p>A meeting will be arranged with Suzanna for May if she is available.</p>
17	<p>Office Report</p> <p>Directors' membership of BC is mandatory and the Chairman will speak to the director who has not yet joined BC.</p> <p>Three people had put their names forward as possible club representatives. Further discussion will be on the agenda for the next club meeting. It was felt that an election could be required.</p>
18	<p>AOCB</p> <p>Safety Officer for Osberton: A new safety officer, Sarah-Louise Walker, is proposed and has sent a brief CV of her experience. She is able to attend the on-line Safety Clinic on Monday 22 April. This will be forwarded to the Safety Committee for final approval before she is added to the list of Safety Officers.</p> <p>Portable Obstacles: The Chairman noted he was awaiting a reply from the organiser who proposed the construction of these.</p> <p>Job Description for BC Office Cover: The Treasurer had circulated a proposed wording which was agreed.</p> <p>Zoom Numbers Increase: It was agreed to increase the number of possible attendees as some had missed out at the last members' meeting.</p> <p>As there was no further business, the Chairman thanked directors for their time, congratulated the Council on the increase in participation, and closed the meeting at 8.40pm.</p>



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Meeting by Conference Call
 Wednesday 20th March 2024 at 7pm

1	<p>Para driving presentation: Julie Camm and Averina Snow</p> <p>Council was presented with a review of the previous year and the progress made by para driving. The new protocol documents were discussed and the process for reviewing applications for compensating aids explained. The review panel would have 3 representatives from different areas of expertise. One appeal is permitted which will have a different panel convened.</p> <p>The presentation will be delivered to clubs at their meeting on Wednesday 27 March.</p> <p>The Chairman thanked Julie and Averina for the huge amount of work which has been done to reach this point.</p>
2	<p>Present at the on-line meeting: Patti Atkinson, Andrew Counsell, Sara Clinghan, Anna Grayston, Rod Holdsworth, Jane Isaac, Dick Lane, Jamie March and Dan Naprous.</p> <p>The minutes were taken by the Executive Officer, Mary Kusin.</p>
3	<p>Conflicts of interest</p> <p>No new conflicts of interest were noted. Conflicts with individual agenda items will be noted during the meeting.</p>
4	<p>Minutes of the previous meeting</p> <p>The minutes of the previous meeting were proposed by JI, seconded by AG, and agreed as a true record of the meeting.</p>
5	<p>Matters arising</p> <ol style="list-style-type: none"> 1. First Aid provision at events: The matrix, which offers guidance about the provision of first aid cover, has taken a significant amount of time to collate. It was agreed that the documents, with a few minor adjustments, were now ready to circulate. The matrix requires a self-assessment process. It will be discussed at the clubs meeting next week and circulated to clubs and event organisers. The Chairman asked for a volunteer to research the requirements of other equestrian disciplines. 2. Special Development Fund meeting: A meeting will be arranged shortly. 3. Promotional leaflets and “Ask Me” tabards: Ten tabards will be ordered with the logo and “Ask me about Carriage Driving”. The colour will be decided at a later date. It is hoped to find volunteers to wear them at RWHS to engage the public viewing around the obstacles.
6	<p>Correspondence</p> <ol style="list-style-type: none"> 1. Concern regarding ICDUK obstacles from a member: The letter was discussed and it was agreed that there was a concern at some events about obstacles being too tight. The issue will be discussed again by the ICDUK committee who are disappointed this has happened and will do their best to rectify this. <i>Following discussion after the meeting, the Chairman of ICDUK and DL plan to set up a Teams call with the member to discuss the concerns, and stress that steps will be taken to ensure that indoor event organisers / course builders adhere to guidelines for obstacle measurements issued by the ICDUK committee.</i> 2. Revised proposal from SCDA for start fees at the club rate for club members entering their first national without joining BC:

	<p>The Treasurer complimented the SCDA Chairman on his forethought however drivers do not need to be a BC member to receive their three free start fees</p> <p>Club members will be targeted via email and social media to promote the benefit of completing their Competence Card which can carry a value of £100 in free start fees if one event chosen is the National Championships.</p> <p>3. Revised Code of Conduct for driving coaches: It was felt that the Revised Code of Conduct for driving coaches needed further work before it is published.</p> <p>All coaches currently listed on the BC website have been sent an email with a request to upload copies of their safeguarding, first aid and insurance certificates to their profiles. A call will be made to anyone who has not responded before the deadline. Further aspects of this discussion were deemed to be confidential by the British Carriagedriving Council</p> <p>4. Email from a member re FEI Young Horse Championships: It was noted that BC do not run Young Horse classes but Gateway can be used to gain experience. It was agreed that if a driver wished to contest this event then they would be encouraged to do so. There are no criteria at present for entry other than fulfilling the FEI paperwork. It was suggested that some criteria should be created and the Chairman will contact the FEI before producing a draft version.</p> <p>5. Email from a member re horse ages: A query was sent asking if the age should be taken as date of birth or first January noting that a late foal could compete as a four year old. It was felt that first January was the only practical way to word this rule. The same issue would have arisen in the previous rule book when the minimum age was four.</p> <p>6. Email from a member seeking to use past experience in lieu of a Competence Card: It was agreed the rules were clear and a Competence Card would need to be completed.</p>
7	<p>Decisions by email</p> <p>1. Composition of the Safety Committee: JI and PA declared a conflict. It was agreed Jane Patching, Chris Doughty, Hamish Isaac and Colin Smith would join Keith Atkinson (acting as interim chair) and Heather Turner on the Safety Committee.</p>
8	<p>Finance</p> <p>The Treasurer took Council through the monthly accounts and noted that costs and income were as expected. The Treasurer noted which accounts were currently earning interest.</p>
9	<p>Legacy Funding</p> <p>There have not been any new legacy applications.</p>
10	<p>Request from clubs for access to the BC database</p> <p>It was agreed that the cost of the add-on to myClubhouse to facilitate this was too expensive. If clubs are having trouble obtaining a copy of a members' membership card, this query can be sent to the BC office for a check to be carried out. An email will be sent to members with instructions on how to obtain their membership card to assist clubs and event organisers.</p>
11	<p>Progression to becoming an international official</p> <p>It was agreed that there was a process for achieving this which started with an application to be added to the BC probationary list.</p>
12	<p>Affiliated Club Meeting 27/3/24</p> <p>Clubs had been emailed with a reminder of the date and asked to submit any agenda items. The meeting will start with the presentation on para driving from Averina and Julie.</p>
13	<p>Indoor Carriage Driving</p> <p>Plans for the Indoor Championships are going well with 120-130 competitors anticipated. There are numerous volunteers also willing to assist. BC will provide a live scoring link on the BC website and the Chairman will contact Debbie Wicks to arrange publicity.</p>
14	<p>British Equestrian update</p> <p>The Chairman noted he had been unable to attend today's meeting but will update Council on the topics discussed.</p>
15	<p>Safeguarding</p>

	It was agreed that similar wording to that used by ICDUK will be added to the BC entry form after the Safeguarding Lead has confirmed this is appropriate.
16	<p>Office Report</p> <p>Rule Book format: It was agreed to retain the spiral bound format.</p>
17	<p>AOCB</p> <p>RWHS H1 Entries: JM noted a conflict of interest. The list of Single Horses was approved by Council.</p> <p>Email re small pony classes: Offering small ponies a slower marathon time was suggested. The Chairman will call the member making this suggestion to see how it could be implemented. Small pony classes have been run previously by clubs.</p> <p>Social Media: Considerable interaction with the social media accounts was reported. Satisfaction surveys will be conducted following National events throughout the season.</p> <p>Clinic Feedback: A survey following the training clinic at Cricklands had produced positive feedback.</p> <p>As there was no further business, the Chairman thanked the Council members for their time and closed the meeting at 21.05.</p>



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British Carriagedriving Council Minutes

Meeting by Conference Call
Wednesday 21st February at 7pm

1	<p>Present at the on-line meeting: Patti Atkinson, Andrew Counsell, Sara Clinghan, Anna Grayston, Rod Holdsworth, Jane Isaac, Dick Lane, Jamie March and Dan Naprous.</p> <p>The minutes were taken by the Executive Officer, Mary Kusin.</p>
2	<p>Conflicts of interest</p> <p>No new conflicts of interest were noted. Conflicts with individual agenda items will be noted during the meeting.</p>
3	<p>Minutes of the previous meeting</p> <p>The minutes of the previous meeting were proposed by DL, seconded by JI, and agreed as a true record of the meeting.</p>
4	<p>Matters arising</p> <ol style="list-style-type: none"> 1. First Aid provision at events: Howden have responded with comments on the proposed matrix. Once finalised this will be circulated to Council. The 2 day BHS course may also be considered as adequate first aid training. 2. AGM and Conference 2024: A joint Dinner Dance with the BDS on 9th November has now been agreed with the intention of including the carriage awards. The Chairman noted he hoped to involve the clubs. 3. Protocol for drivers with disabilities: AC proposed that the changes to this document were accepted. This was seconded by JI and agreed unanimously. This makes the sport significantly more inclusive and hopefully will increase the number of para drivers. Julie Camm will attend the next meeting with a presentation for Council. The presentation will also be made to the officials at their training clinic and to the clubs at their next meeting. 4. Special Development Fund meeting: Deferred to the next meeting. 5. Try Driving 2024: It was agreed that MK would liaise with Debbie Wicks to discuss increased promotion of Zilco. 6. Sponsorship for ICDUK Championships – deferred from the previous meeting: An enquiry will be made to establish if this is different from the legacy funding application. 7. BEF Member Body Projects: AC noted he had contacted the clubs to see if any would help with the project for which he hopes to receive funding to train volunteers.
5	<p>Correspondence</p>

	<ol style="list-style-type: none"> 1. Complaint from a member re 1st4Sport course: JM declared a conflict of interest. This will be investigated using the feedback from the delegates who attended the course. 2. Request from Peter Gregg to be added to the list of safety Officers: This was proposed by AC, seconded by PA and agreed unanimously. 3. Request from Eamonn Lynch to be added as a List 3 Judge: The Judges Committee supported this appointment which was proposed by AC, seconded by JM and agreed unanimously. 4. Email from the Chef d'Equipe re Horse Fours at RWHS: DN and DL noted a conflict of interest. It was noted that it was difficult to restrict the list to 3 names. The Chairman noted he would have a conversation with the Chef d'Equipe. 5. Email from a member re legacy funding: An enquiry had been made about the use of funding for support for upgrading FEI officials. A reply will be sent noting that FEI officials train BC officials who in turn train club officials thus benefitting the whole sport. 6. John Wesley – request to be added to the officials list as a cones judge: This was proposed by DL, seconded by AG and agreed unanimously. 7. New procedures for becoming an official: AC noted that this was coming together and paperwork will be circulated for the next meeting. The new documents can then be uploaded to the website with a target date of 1st April.
6	<p>Finance</p> <p>The January accounts were circulated. The accounts meeting earlier today had introduced some changes. A final version of the December accounts and the January accounts, with the budget updated, will be sent to Council with a copy of the annual accounts. Start fee income was encouraging. Membership and affiliation income is similar to 2023.</p> <ol style="list-style-type: none"> 1. 2024 budget approval: This will be circulated after the updates have been added. A break-even budget remains the aim. 2. Update on meeting with Simon Tomlinson of RELD & Discover Equestrian: The Treasurer had been in touch with Simon, the owner of the website that focusses on equestrian activities, access and properties. Simon is hoping equestrian disciplines will all submit content. There is no charge proposed and BC are willing to be involved. Debbie Wicks has been asked to investigate further. 3. Proposal for start fee at club rate for club members entering their first national without joining BC: SCDA made the following proposal to Council which was supported by the F&GP Committee: <p><i>The National Event start fee of £30 to be discounted to £6 (club event rate) for club members who are competing at their first 2 Day National event. This will either be an option on myClubhouse booking system at the time of booking or, if this is not possible to administer, then the member will reclaim the £24 discount from the local club and the club will account for it in their end of year start fee return to BC.</i></p> <p>JM noted a conflict of interest. Council were supportive however MK questioned how this proposal would interact with both a) the requirement to have a completed Competence card before entering a national event and b) the current concession of three free starts for national novice classes for those with newly completely competence cards.</p> <p>Council supported the objective of the SCDA proposal but felt that it was unlikely to be used in practice given the existing concessions available for club members stepping up to National competition.</p>

7	<p>Legacy Funding</p> <ol style="list-style-type: none"> 2024 ICDUK finals broadcast on Horse and Country TV: This was agreed unanimously. 2024 Certius Short Format Championships broadcast on Horse and Country TV: It was agreed to match the funding for the ICDUK and this would be designated for TV coverage on H&C TV. Weald Harness Club proposal for obstacles: It was agreed that equipment for individual clubs could not be supported.
8	<p>2024 Clinics</p> <p>A timetable will be circulated in advance of the clinic with a note of anything delegates need to bring. The number of competitors wishing to take part is very encouraging. The dressage will be judged in a similar way to the Young Horse format and feedback given to each competitor. BC's financial contribution is for the mileage expenses.</p>
9	<p>Feedback from 2023 Level 2 1st4Sport course</p> <p>This was discussed under Item 5.1.</p>
10	<p>Indoor Carriage Driving</p> <p>An issue regarding concerns of videoing and photographing YDs (under 18) had been raised. Indoor events intend to post a notice at all events that this practice is unacceptable without the consent of a parent or guardian. It was suggested that a similar procedure was adopted by outdoor events. The wording will be circulated to Council and, if agreed, will be added as a note on the event entry form. British Equestrian are looking into issues surrounding this practice.</p> <p>RH joined the meeting at 8pm at which point Items 6 and 7 were discussed.</p>
11	<p>British Equestrian update</p> <p>AC is attending a meeting next week with the BEF member bodies. Much of the BEF funding is focused on Equality, Diversity and Inclusion. AC has spoken to Mandana Mehran Pour who has indicated she would be willing to join a club Zoom meeting to discuss possible funding options.</p>
12	<p>British Equestrian emails</p> <ol style="list-style-type: none"> Charter for the Horse endorsement: It was agreed that BC would support this and AC will sign on behalf of BC.
13	<p>Competitions Report</p> <p>The Competitors Rule Book has been published and the Technical Rules will be published in the next few days. AC stressed that it is only the format, and not the rules themselves, that have changed.</p> <p>It was noted that the sections where an internet connection is required are to links which contain information which is unlikely to be needed on the day of an event.</p> <p>The FEI have made a slight change to their vaccination protocol. This will not affect BC competitors. It was noted that this may affect anyone starting a new vaccination course as they may have to restart if they wish to compete internationally at a later date.</p>
14	<p>Safeguarding Report</p> <p>The Safeguarding Report noted that British Equestrian were implementing a new Safeguarding training package and had aligned with a different company to handle the logging and progression of safeguarding cases.</p>

	<p>A suggestion had been made that two others should undergo the training. It was agreed that MK and JI would sign up for this.</p> <p>RH left the meeting at 8.40 pm.</p>
15	<p>Office Report</p> <ol style="list-style-type: none"> 1. Association of Shows and Agricultural Organisations membership: PA noted that it could be possible to obtain additional publicity and Debbie Wicks will be asked to develop this idea. The monthly newsletter will be forwarded to clubs and event organisers. It was agreed that this subscription will be renewed. It might be possible to deliver driving displays at shows. 2. Competence Cards for club members attending their first national event: This was discussed under Item 6.3.
16	<p>AOCB</p> <p>H4 National Championships: It was noted that the H4 World Championships clashed with the National Championships. A decision will be delayed until it has been established whether or not there are any GB drivers wishing to travel to Hungary.</p> <p>New FEI rule regarding wrapping safety belts: It was agreed to retain the existing BC rule for National events. This will need to be widely publicised as there has been considerable social media interest in this rule. It was suggested that BC officials are asked to ensure anyone starting the marathon understood the BC rule. It was felt that the new FEI rule could impede a driver's exit from the vehicle in the event of a turnover. This rule can be adopted in a year's time if it is felt to enhance health and safety.</p> <p>Complaint: Further aspects of this discussion were deemed to be confidential by the British Carriagedriving Council.</p> <p>Progress of publicity fliers: AC noted that no progress had been made. It was agreed that "Ask Me" tabards would be good to have for RWHS.</p> <p>As there was no further business the Chairman closed the meeting at 9pm and thanked the directors for their time.</p>



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British Carriagedriving Council Minutes

Meeting by Conference Call

Wednesday 17th January 2024 at 7pm

1	<p>Present at the on-line meeting: Patti Atkinson, Sara Clinghan, Andrew Counsell, Anna Grayston, Jane Isaac, Dick Lane and Jamie March.</p> <p>Rod Holdsworth joined part of the meeting.</p> <p>Apologies were received from Dan Naprous.</p> <p>The minutes were taken from the meeting recording by the Executive Officer, Mary Kusin.</p>
2	<p>Jo Alvis: YD Chef d'Equipe</p> <p>JA noted that around 15 YDs were currently training for the next European Youth Championships in Sweden. Schools have been approached with a request for time off as the Championships are earlier than usual and take place during the school term in July this year.</p> <p>It is anticipated that additional help with the paperwork for travelling abroad will be required and she noted that some sponsorship has been sourced.</p> <p>The opportunity for YDs to drive their YD dressage tests has been welcomed and is working well.</p> <p>JA was asked if the arrangements for the YD National Championships were in hand and she agreed that this was well advanced.</p> <p>The Chairman thanked JA for the update and for her commitment to the YDs.</p>
3	<p>Angela Flanagan: 1st4Sport</p> <p>AF had been invited to attend to update Council regarding the 1st4Sport courses. She noted that no courses were currently planned although a course at the end of the year was possible if there was sufficient interest. Candidates have been coming from other driving disciplines and it is necessary to ensure standards are maintained and checks are carried out on candidates coming from other areas of driving. At least 6 candidates are required to ensure courses break even (Level 2 costs £950 and Level 3 £1,200). Additional days for practical coaching may be required for future courses.</p> <p>It was stressed that candidates should take advantage of watching other coaches at work.</p> <p>It was felt that there were sufficient coaches at present although there are a number of candidates hoping to undertake Level 3.</p> <p>A number of candidates from the recent course are awaiting re-assessment.</p> <p>It was hoped that clubs would utilise the coaches that are linked to their club.</p> <p>The Chairman thanked AF for her time.</p>
4	<p>Conflicts of interest</p> <p>No new conflicts of interest were noted. Conflicts with individual agenda items will be noted during the meeting.</p>
5	<p>Minutes of the previous meeting</p> <p>The minutes of the previous meeting were proposed by PA, seconded by JI, and agreed as a true record of the meeting.</p>
6	<p>Matters arising</p> <p>Rod Holdsworth joined the meeting.</p>

	<ol style="list-style-type: none"> 1. First Aid provision at events: A meeting with Howden had been productive. Information from the Pony Club had been made available and proved useful. A briefing document was under construction and a matrix to guide decision making created. Once complete, these documents will be assessed by Howden before final approval by Council. It was noted that the need to have a prescriptive document had been requested by the event organisers and clubs. It was noted that volunteer first aiders are covered by BC insurance while a doctor or paramedic would be covered under their own insurance. 2. AGM and Conference 2024: The Chairman noted he was talking to other driving societies with a view to arranging a shared function. With the demise of “Carriage Driving” magazine, it is hoped to incorporate the awards ceremony. No date or venue has been confirmed. 3. Protocol for drivers with disabilities: Documents had been submitted which aimed to reduce the gap between Driving for the Disabled and our para drivers. The Chairman complimented the work that had gone into the preparation of the these documents and noted he was happy to propose that these are adopted. This was seconded by PA and agreed unanimously. 4. Sponsorship for ICDUK Championships: A request for sponsorship of the indoor finals had been received prior to the previous meeting and a further legacy funding application made for a financial contribution to support the transmission of the finals on Horse and Country TV. A final decision on both these requests will be deferred to the February meeting. 5. Special Development Fund meeting: This has not yet taken place. 6. myClubhouse: Notes from the meeting with the database manager had been circulated to Council. The Chairman noted that he hoped that event organisers could now put their own events into the database.
7	<p>Correspondence</p> <p>Email from a member re GB Pod Training Group: The email noted that the use of GB in the name and the colours of their logo aligned with many of the British Equestrian member bodies and could be potentially interpreted as an official part of BC or representing an international team. There is also a risk that this could give the impression, especially to inexperienced or new carriage driving members, that training with the GB Pod is the official/preferred/approved or sole training route for development to the GB international team, which may detract from other carriage driving coaches and alternative development and training routes.</p> <p>A full discussion took place. It was noted that the Council encourages training and development activity by its members using BC coaches and through coaching events at local clubs. BC coaches are listed on the website. It was noted that the GB Pod had become an affiliated club and had a large number of training events listed on the driving calendar. It was noted that the GB Pod club and our BC coaches encourage many new drivers into the sport. BC coaches were also supported by the Try Driving programme. It was noted that Council does not control the naming of clubs.</p> <p>It was agreed that all official BC clubs and BC coaches training activities/events should be given equal access and promotion for their training activities via BC website and other BC social media channels. It was agreed that all club training dates, together with other key training events, would be listed on a separate Training Calendar on the BC website. BC and YD training events will continue to be flagged on the front page of the website, as will club articles that relate to events that have taken place. All BC coaches and affiliated clubs are encouraged to send in their coaching events to the BC office for inclusion in the Training Calendar.</p>
8	<p>Finance</p> <p>The provisional December 2023 Income and Expenditure and Balance sheet had been circulated in the papers.</p> <p>The Treasurer shared his screen to Council and presented the forecast for 2023 and updated budget for 2024 which had been approved by F&GP.</p> <p>It was noted that forecast was in line with expectations and that the start fee income for 2023 was yet to be finalised and that this would influence the final outturn for the year.</p> <p>Key points from the budget include:</p> <ul style="list-style-type: none"> • No increase in membership, affiliation or start fees in 2024 • c£10,000 in interest income expected, based on current interest rates • A break-even position in BC operating costs • Additional Legacy Grant support totaling c£8k for a variety of club, official and member training activities.

	<p>It was noted that affiliated clubs can reduce their future affiliation costs by encouraging their members to join BC (as affiliation fees are linked to the number of Club Only members).</p> <p>The budget will be approved at the next meeting, once the year end 2023 numbers are finalised.</p>
9	<p>Legacy Funding</p> <p>There was nothing further to discuss.</p>
10	<p>Welfare Surveys at Events: Rosie Mould</p> <p>It was agreed that the survey would be sent to all members at the end of the year and Rosie would be invited to a Council meeting at a future date.</p>
11	<p>Try Driving 2024</p> <p>It was agreed that funding had been set aside to support this.</p>
12	<p>Club meeting on 24th January</p> <p>The Chairman noted he had not yet contacted the BEF representative who had offered to talk to club members on fund raising options.</p> <p>It was agreed to offer the clubs the option to elect a representative who could attend at the start of a Council meeting if required.</p>
13	<p>Indoor Carriage Driving</p> <p>It was agreed to allow the Indoor Finals to be included as an event at which probationary officials could claim expenses and use the feedback forms to count towards their BC official qualification.</p> <p>Rod Holdsworth left the meeting.</p>
14	<p>British Equestrian update</p> <p>The Chairman noted that Suzanna Anslow, now a member of the British Equestrian Council, has been asked to speak to BC on behalf of the BEF, to discuss the next 5 year plan.</p>
15	<p>British Equestrian emails</p> <p>1. BEF Member Body Projects: This was deferred to the next meeting.</p>
16	<p>Office Report</p> <p>There were no queries on the office report which noted the various grants which have been applied for and that memberships are arriving slightly faster than last year with fewer members having problems processing their memberships.</p>
17	<p>AOCB</p> <p>The role of social media coordinator was discussed. As circumstances have changed, it was agreed that Amy would step down from this role although Council hoped she may remain willing to supply photographs. A letter will be sent thanking her for her commitment to this initiative.</p> <p>A request was made to publish details of weights etc. for VSEs on the website and this was agreed.</p> <p>It was noted that all schedules had been approved and would be published shortly with the exception of Glebe which is imminent.</p> <p>It was suggested that leaflets should to be available with information to assist the public to understand more about the sport and volunteers with "Ask Me" tabards would not be costly to produce. A stand for BC at the LIHS next year will be considered.</p> <p>As there was no further business, the Chairman thanked the directors for their time and closed the meeting at 9.20pm.</p>