



NEW ZEALAND PONY CLUBS ASSOCIATION INC.

Minutes of the 59th Annual Conference held on 17th, 18th and 19th June 2005, at the Civic Convention Centre, Palmerston North.

WELCOME

On behalf of the Conference Organising Committee, David Gibbons, Manawatu West Coast Area Pony Club President, welcomed delegates to the 59th Annual Conference and wished everyone present a pleasant and happy stay. A presentation of sprays was made to the top table including the guest speaker, Heelan Tompkins. Barbara Harvey introduced Heelan to open the Conference.

OPENING OF CONFERENCE

Heelan Tompkins opened the conference with an address about her trip to the 2004 Athens Olympics. It was an inspiring address with a message that anyone who is motivated enough can achieve their goals. Heelan stayed on and was facilitator for the Riders Workshop on Saturday morning.

1. APOLOGIES

Elaine Knox-Thompson QSM, BHSI and Suzanne Dickens QSM, BHSI (Taupo), Bob and Joan Stringer (Hurunui Pony Club), Waimea Pony Club, Taieri and District Pony Club, Waikouaiti District Pony Club, Glenda Wright (Taumarunui & District Pony Club), Anne Atkins (COM), Kerry Currie (COM), Judy Clements (North Otago Pony Club), Keith Bennett (COM), Justine Kidd (NZEF), Ainsley Souness (NZEF)

Gill Kingsbury moved and Mary Adams seconded the motion: "That these apologies be accepted". **Carried.**

2. ADOPTION OF STANDING ORDERS

Gill Kingsbury moved and Maxine Mulligan seconded the motion: "That the standing orders be adopted". **Carried.**

3. ROLL CALL

Area	Club	Name
ASN	Ashburton	Corina Kiernander
ASN	Ashburton	Gill Kingsbury
ASN	South Canterbury	Maureen Chamberlain
ASN	South Canterbury	Adrienne Bishop
AUK	Auckland District	Debra Thain
AUK	Auckland District	Beryl Malkin
AUK	Manakau City District	Marian Galvin
AUK	Pointways	Andrea Menzies
BOP	Taupo & District	Alan Familton
BOP	Taupo & District	Jan Twentyman
BOP	Tauranga	Karen Phillips
BOP	Tauranga	Gill Moss
BOP	Whakatane District	Samantha Titze
CBY	Christchurch	Kim Edginton
CBY	Christchurch	Jan Danrell
CBY	North Canterbury	Graham Muirson
CBY	North Canterbury	Geraldine Rae
FTV	Franklin District	Leonie Parker
FTV	Franklin District	Steve Kitching
HB	Central Hawkes Bay	Anne Russell
HB	Heretaunga	Heather Grant
HB	Heretaunga	Donald Alexander
KC	Taumarunui & District	Sharron Plowman
KC	Taumarunui & District	Ngaire Homersham
KC	Waimarino	Adrienne Maru

Area	Club	Name
KC	Waimarino	Evelyn Cooper
MNW	Westland	Heather Truman
MW	Horowhenua	David Gibbons
MW	Horowhenua	Daryll Fraser
MW	Manawatu	Phyliss Burns
MW	Manawatu	Maxine Mulligan
MW	Rangitikei	Hazel Thomson
MW	Rangitikei	Pam Forrest
MW	Wanganui	Petrina Lewthwaite
MW	Wanganui	Raewyn Saunders-Loder
NOR	Bream Bay-Kaipara	Sara Ball
NOR	Mangonui	Robert Fryer
NOR	Mangonui	Miriam Fryer
NOR	Whangarei	Karen Frost
NOR	Whangarei	Leonie Gibbons
OS	Dunedin District	Rei Owens
OS	Dunedin District	Glennys Trounson
OS	South Otago	Lynda Bateman
OS	South Otago	Rebecca Scott
OS	Southland	Diane Bell
OS	Southland	Mary Adams
TAR	North Taranaki	Pat Perkins
TAR	North Taranaki	Paula Harvey
TAR	Opunake	Raewyn Robinson
TAR	Opunake	Peter Robinson
TAR	Stratford	Colleen McGuinness
WAI	Hamilton	Gloria McElwain
WAI	Hamilton	Cathy Hanks
WAI	Matamata	Nicola McBurney
WAI	Matamata	Debbie Bailey
WAI	Otorohanga	Michael Rothery
WAI	Otorohanga	Yvonne Rothery
WAI	Te Awamutu	Jenni Strang
WAI	Te Awamutu	Anionette Kay
WAI	Timberlands	Barbara Lamb
WR	Kumeu District	Sue Clemow
WR	Kumeu District	Lynn Smith
WR	Waitemata District	Mary Dawkins
WR	Waitemata District	Judy Farkash
WR	Warkworth District	Brenda Allen-Baines
WR	Wellsford District	Marj Steiner
WR	Wellsford District	Vicki Barratt
WR	West Auckland District	Rowan Calder
WR	West Auckland District	Debbie Kelly
WW	North Wairarapa	Hamish Cameron
WW	North Wairarapa	Neil Winter
WW	South Wairarapa	Lisa Sutherland
WW	South Wairarapa	Bobbie O'Hara
WW	Wellington	Margot Wrightson
WW	Wellington	Graeme Thomson

4. CONFIRMATION OF MINUTES FROM PREVIOUS ANNUAL CONFERENCE

Noel Griffin and Allan Ferguson seconded the motion: "That the minutes of the 58th Annual Conference held on 25th, 26th and 27th June 2004, which have been circulated, be taken as read as a true and correct record".

Carried.

5. BUSINESS ARISING FROM THE MINUTES

Barbara Harvey informed the conference delegates that the Horse Trials Championship Review is a living document and will continue to be worked on by the COM.

6. PRESIDENT'S REPORT

Mrs Barbara Harvey, NZPCA President, welcomed everyone to the 59th Annual Conference. She thanked the Clubs and Branches which had invited her to functions and rallies throughout the year. The President informed the delegates that her full report was included in the Annual Report and invited the delegates to read it.

There had been an increase in membership during the past year and this was very pleasing. The top three Branches to record the largest increases were Bangor (Christchurch PC) with 19 members followed by Ardmore (Franklin District PC) with 18 members then by Opiki Linton (Manawatu Pony Club) with 17 members. Each Branch received a certificate and voucher to purchased supplies from the supply centre for their efforts. It was also noted that Coatesville Pony Club (Waitemata District Pony Club) has the largest riding membership of 82 (68 Junior Riders and 14 Senior Riders).

Both the Area Delegates to COM and National Coaches were introduced to the conference delegates. COM badges were presented to Megan McLeay, Manawatu West Coast Area and Evelyn Cooper, King Country replacing Keith Bennett and Nicky Williams respectively.

The Presidents full report is included in the 59th Annual Report.

Barbara Harvey moved and David Gibbons seconded the motion: "That the President's Report be received".

Carried.

7. FINANCIAL REPORT

Noel Griffin presented the Annual Financial Report. A copy of his full report is in the NZPCA 59th Annual Report. A summary of his report is as follows:

- A positive financial result has again been achieved with a surplus of \$10,000.
- A new coaching strategy has been adopted and implemented for the 2005 financial year.
- Equine eLearning Ltd has continued to progress its development and again is offering unit standards for the 2005 school year.
- The finance committee have continued to exercise good management of the Association's resources.

Noel Griffin moved and Geraldine Rae seconded the motion: "That the Annual Financial Report and Balance Sheet be adopted".

Carried.

8. ELECTION OF OFFICERS

ELECTION OF PATRON

Nicky Williams moved and Allan Ferguson seconded the motion: "That Mr Bruce Forbes, MNZOM, JP, be confirmed as Patron for the next twelve months".

Carried.

9. ELECTION OF PRESIDENT AND VICE PRESIDENTS

As there was only one nomination received for the position of President, the Conference declared that Nicky Williams, Raetihi, King Country Area (nominated by Ashburton, Auckland District, Christchurch, Dunedin District, Northern Southland, Opunake, Taumarunui & District, Taupo & district, Te Awamutu District, Thames Valley, Waimarino and Westland Pony Clubs) be confirmed as the President.

Vice Presidents

As only two nominations were received for three positions, Barbara Harvey declared that Allan Ferguson (nominated by Ashburton, Dunedin District, Hamilton, Opunake, Te Awamutu District and Waimarino Pony Clubs) and Noel Griffin (nominated by Ashburton, Central Otago, Dunedin District, North Otago, Opunake, Southland, Te Awamutu District, Waimarino and Waimea Pony Clubs) be confirmed as the Vice Presidents.

On behalf of the Conference, a presentation was made to Barbara of a horse figurine and bouquet of flowers. Ann Roke spoke on behalf of all members on a wonderful job Barbara has done as President during the past three years. Barbara thanked everyone for their generosity and was humbled by the occasion.

Barbara then presented Nicky with the NZPCA number plates which each President uses on their vehicle whilst journeying around the country. In 2003, the family of the late Charles Levin, QSM, presented the Association with a collection of NZPCA Club badges he had accumulated during his time as President. The badge box, as it is now known, is handed to successive Presidents who become the custodian during their time as President. Barbara formally handed the badge box to Nicky. Ann Roke presented Nicky with a gavel on behalf of Bill Wood.

10. APPOINTMENT OF AUDITOR

Noel Griffin moved and Mary Adams seconded the motion: "That Staples Rodway, Hastings, be confirmed as the Auditors for the 2005/2006 financial year". **Carried.**

11. CONFIRMATION OF AREA DELEGATES TO COMMITTEE OF MANAGEMENT 2005/2006

Northland	Barbara Woolhouse
Waitemata/Rodney	Marj Steiner
Auckland	Kerry Currie
Franklin/ Thames Valley	Pat Bowles
Waikato	Allan Ferguson
King Country	Evelyn Cooper
Taranaki	Pat Perkins
Bay of Plenty	Lynley Price
Gisborne/Wairoa	To be appointed
Hawkes Bay	Julie Lake
Manawatu/ West Coast	Megan McLeay
Wairarapa/Wellington	Jenny Robertson
Marlborough/ Nelson/ West Coast	Heather Truman
Canterbury	Anne Atkins
Ashburton/ South Canterbury/North Otago	Gill Kingsbury
Otago/Southland	Noel Griffin

12. SETTING OF ANNUAL SUBSCRIPTIONS

Noel Griffin moved and Heather Truman seconded the motion: "That there be a proposed increase in subscriptions based on membership figures at 31 December 2005. The proposed increase will not be more than \$6.00 payable on all riding members. The increase would be Riding Members - \$20.00 (incl GST) and all other Members would remain at \$7.00 (incl GST) and would be due for payment by the 31 January 2006".

Allan Ferguson moved and Geraldine Rae seconded an amendment to the motion: "That the words 'not more than' be deleted". **Carried.**

As the amendment was carried, the amendment became the motion: "That there be an increase in subscriptions based on membership figures at 31 December 2005. The increase will be \$6.00 payable on all riding members. The increase will be Riding Members - \$20.00 (incl GST) and all other Members will remain at \$7.00 (incl GST) and will be due for payment by the 31 January 2006". **Carried.**

(**Note:** Rule 2:8(d) was amended after the 'setting of annual subscriptions' to change the dates of 31 December and 31 January to 31 October and 30 November respectively. Refer to item 17 of these minutes.)

13. PRESENTATION OF 2004 YOUNG ACHIEVER AWARDS

Pony Club Achievers Awards were presented by Heelan Tompkins and Barbara Harvey – Six applicants were selected from 12 nominations representing 8 Pony Club Areas. The successful applicants, except Kelly who was present to receive her award, (through their Area Delegates) were presented with an 'Achievers Award' Certificate and a Cap especially commissioned for the achievers (through their Area Delegates). This year the selection panel decided to acknowledge and recognise all unsuccessful applicants with a certificate of merit.

Gillian Kingsbury, Training Chairperson announced the successful Achievers.....

Sarah Duncraft (17) Ferrymead Branch of the Christchurch Pony Club, Canterbury Area

Sarah is a member of the Ferrymead Branch of Canterbury Pony Club she has been in PC 10yrs holds her C+ cert and is 17yrs old. During her time in PC Sara has been a very competitive member representing her Area at the eventing champs as a DC rider and was reserve A1 rider this year, and attended dressage champs in 2003. She has been to Springston Trophy 5 times and was in the winning team 3 times, showjumping champs 3 times, dressage and eventing squad member, showing and many local branch teams. At PC she actively helps younger members, coaches' branch teams and is available to help at working bees and events.

Sarah attends Rangi Ruru School, is head of Equestrian, member of all their equestrian teams, has also represented the school in athletics, cross country running, netball, squash, and tennis. Scholastically she has attained a high level of achievements and has received her school colours for this. She is also a peer leader for younger members, awarded a certificate for community service and has completed a Kiwi- Sport leadership award.

Her branch writes that she is an honest, reliable, enthusiastic and dedicated member who is hard working and committed to the success of the branch. Sarah is a competitive rider who has competed with much success, has practical and theoretical equestrian skills and participates in all pony club activities. Combined with this is a spirited teenager with a good sense of humour and a real passion for horses.

Simon Gordon (16) St Heliers Bay Branch of the Auckland District Pony Club, Auckland Area

Simon is a member of the St Heliers Bay PC from the Auckland Area he has been in PC 7 yrs, holds his B and silver 'O' Cert. He is an enthusiastic and well liked member and is a good 'team player'. He has become the apprentice farm manager, giving much of his time to grooming the arenas, repairing fences, and assisting the manager. He is knowledgeable at setting up SJ and X/C courses for events, assists in fundraising, and is available as a demonstration rider at training courses.

Simon has represented Auckland Area at the PC champs in 3 consecutive years was placed 5th DC 2003 and in the winning DC team, dressage team 2 consecutive years, and in the showjumping team at Cambridge. As well as the area team Simon has competed in branch and district teams and has been very successful. Last year began competing in NZEF Novice horse trials gaining placings.

Simon attends Auckland Grammar school where he plays rugby, and is in their top junior cycling team.

He passed Cambridge 5th form examination with an A pass and was awarded the form geography prize. Simons' recreation sports are snowboarding, water skiing and tennis and he plays the violin and enjoys music, reading and socializing.

His DC writes that Simon exemplifies the ideal PC role model. He has always been a conscientious PC member, attends rallies regularly, and participates in branch teams as well as individual competition. His focus and enthusiasm has resulted in creating a strong competitive peer group at branch level. He has embraced the PC philosophy to his benefit and to the benefit of others

Clarke Johnstone (18) West Taieri Branch of the Taieri District Pony Club, Otago Southland Area

Clarke is a member of the West Taieri Branch of Taieri District Club for 6 yrs, holds his B certificate and is 18yrs old. He has proved himself to be an admirable rider, one whom all the younger members look up to. Two years ago he received the Clubs' 'Most Helpful' award. Clarke has represented his Area at the PC eventing championships in 2003& 4 and his branch at Springston Trophy 2002 - 4, Otago/Southland show jumping champs and Southern teams' competitions. He is one of the members of the Inter- Pacific exchange to Canada this month. This year Clarke has been chosen for the Weatherbeater Equestrian development squad and has competed successfully at Puhinui, Taupo, Central Districts, and the World Cup competition.

Clarke attended John McGlashan College in Dunedin to the 7th form, he sat and passed his NCEA level 3 and represented the school in Skiing for 3 yrs. However, his passion is riding and he has taken time off from his study to work for Bryce Newman at Bulls.

His DC writes he is dedicated to equestrian sports, and has shown a quiet determination to achieve the very best with his riding. When at home he assists and teaches the junior riders giving them support and encouragement. His small country PC is very proud of him and his achievements.

Charmian Pearson-White (17) Whenuapai Pony Club, Waitemata Rodney Area

Charmian is a member of the Whenuapai PC in the Waitemata/Rodney Area. She has been a member for 7yrs, holds her B cert. and is 17yrs old. During her time in PC she has attended nearly every rally. In 2004 she instructed D riders, and has represented the branch/club in dressage, games, showjumping, and eventing. She has also represented the Area in Dressage; NZPCA National senior dressage champion 2005, NZPCA senior Secondary School dressage championship 2005, and champion hack point's prize 2005.

If I was to record all of Charmian's championship awards and trophies it would almost take another page of typing. Needless to say that she has been a very successful PC rider who has excelled in dressage but has also had success in showjumping, eventing and games.

Charmian attended Whenuapai School where she was awarded the top academic girl award, is currently studying for NCEA level 3 at Westlake Girls High School. She has represented New Zealand and the school in curling. As a member of the NZ junior curling team competed for NZ in Japan and Scotland in 2005. Charmian hopes to begin a conjoint Law and Property degree next year.

As well as her sporting achievements she has studied various forms of dance and has won several scholarships and incentive awards. Advance tap exams 3yrs ago and is studying for advanced jazz and ballet exams. She competes in ballet.

Her club writes that she has achieved her success through her own efforts. She schools and trains her horses herself and although her parents support her she does not come from a riding family, nor have money to buy ready-made horses.

Charmian is an ordinary Pony Club member who exemplifies what can be achieved with determination and consistent effort.

Kelly Pryce (18) Waitara Branch of the North Taranaki Pony Club, Taranaki Area

Kelly is a member of the Waitara PC branch from the Taranaki Area. She has been in PC 7 yrs, has her H cert and is 18yrs old. At club/branch level Kelly has attended a two day coach's course, instructed at branch rallies in both riding and HM. Since going to Massey University also instructs at Fielding PC, has judged at PC gymkhanas, examined D certs, coached mounted games, organised a games clinic for the Irish coach, attended the NZPCA Conference as a rider representative, and is joint editor of the branch newsletter.

Kelly has received many cups, trophies, throughout her PC career and has represented her branch in Zone games 2001- 2004 (captain), team training events and dressage. Club in Showjumping 2003 & 4 (captain in 04) and area as reserve for the Champs at Cromwell, Nth Is games 2004 as Captain and as a member of the NZPCA games team to Australia in 2002.

Kelly attended Sacred Heart Girls College in NP where she represented the school in dressage showjumping and ODEs. Scholastically Kelly was a very high achiever throughout her secondary school career, gaining distinctions and excellences. Achieved NCEA level 3, and gained a

scholarship in English in 2004 and is currently studying towards a Bachelor of Veterinary Science degree. While at school was a peer mediator & peer support leader, Amnesty International and prefect. She worked in the community for 2 yrs and has her first aid cert.

Kelly also has a very impressive record in music; she played in the jazz band at school and has been awarded a gold medal, winner of the orchestra cup 2004, grade 2 exams for violin. She is also a very keen drama student.

Kelly's Club writes, she is a committed PC member, who is always willing and ready to help and has had an enormous input into PC at local and regional level. She is honest, generous, and positive and has a natural talent for teaching. Young members love her happy nature and are always keen to have her as their coach, she also relates well to people of all ages and her judgement and knowledge are respected by Pony Clubbers throughout Taranaki.

Celia Tomlinson (16) Golden Bay Pony Club, Marlborough Nelson West Coast Area

Celia is a member of the Golden Bay PC in the Nelson Marlborough Area. She has been a member for 5 yrs has her B cert and is 16 yrs old. Celia is the riders representative on the PC committee, is always helpful at rallies, working bees, and events. She passed her C+ Cert last year and B in March this year. Celia has represented her club in dressage and in show jumping. She also has equine eLearning level 2 with 11 credits, foot care and shoeing.

Celia attends Collingwood area school where she plays and is very successful in many sports, hockey, touch rugby, soccer; received top athletic award 2004 and has a St Johns workplace first aid certificate.

Earlier this year she spent 10 days on the Spirit of Adventure, and attended the Nelson City Council Leadership forum. Celia has her piano grade 5, Trinity College of Music 1st place with a distinction score and has been awarded art awards.

Her club writes, Celia is a true achiever, working hard at all her interests. She is a focused young lady who is a pleasure to spend time with. Her certificate results show the degree of commitment she brings to all her activities and the club feels justly proud of her as she is an excellent role model to younger riders who relate easily to her.

14. SATURDAY MORNING

Delegates Workshops were held in the morning at the conference venue. The workshops covered were:

- Equine eLearning Ltd presentation. Marian Galvin and Kay Hogan.
- Riders Workshop. **Facilitator:** Heelan Tompkins
- Workshop #1 - Conflict Resolution – **Facilitator:** Peter Askey, and Third Bearing Limited, Palmerston North
- Workshop #2 - Coaches Session – National Coaches
 - NZQA Unit Standards and Guidelines to Assessing. **Facilitators:** Kevin Lawrence and Jeanette Garrett
 - Coaching and Examining Techniques. **Facilitator:** Sue GrahamAfter morning tea -
- Workshop #2 - Coaches Session – National Coaches continued
 - Use and Importance of Correct Jumping Exercises. **Facilitators:** Jacque Williams and Peter Barke
 - Rider Position Problems and Consequences. **Facilitators:** Kay Hogan and Jennifer Howard
- Workshop #3 - Risk Management – **Facilitators:** Stephanie Greene, SPARC and Karen Waterreus, NZEF
- Workshop #4 – District Commissioners – **Facilitators:** Marj Steiner, Geraldine Rae and Beryl Malkin, COM

SATURDAY AFTERNOON

Jacque Williams, National Coach, coordinated the Diversification of Equestrian Skills workshop held at Manfield Park, Feilding. The workshop included the following groups:

- Demonstrations on Polocrosse (Robin Cave and Ken Malcolm), Polo (Paul Kay and Will Jackson), and Competitive Trail Riding.(BJ & Ashley Tyler)

A Dinner/Dance was held in the evening at The Convention Centre in Palmerston North with the theme 'A Night at the Oscars'. Everyone thoroughly enjoyed themselves.

Sunday Morning – A minutes silence was held for those who had lost loved ones during the past twelve months.

Show Hunter Presentation – Sarah Milne, NZ Show Hunter Publicity Officer, gave a power point presentation on how NZ Show Hunter can assist the NZPCA to grow the sport within Pony Club and the benefits gained. After the presentation, the delegates asked questions of Sarah.

17. CONSTITUTIONAL REMITS

(i) Committee of Management

The Committee of Management wishes to change the order of the rules governing membership, Payment of Subscriptions, Resignation, Discipline and Expulsion of Members, Disputes and Harassment and renumber them accordingly:

Summary:

- Existing Rule 2:11 (a) to (c) Application for Membership becomes Rule 2:8 (a) to (c) - no changes
- Existing Rule 2:8 (a) to (d) Membership. Rule 2:8(c) be deleted. Rule 2:8 becomes Rule 2:9(a) to (c) – proposed change to (c).

Gill Kingsbury moved and Heather Truman seconded the motion: “That the current rule 2:8(c) be deleted”.

Carried.

- Existing Rule 2:9 (a) to (i) Life Members becomes Rule 2:10 (a) to (i) – no changes
- Existing Rule 2:10 (a) to (e) Perpetual Membership becomes Rule 2:11 (a) to (e) – no changes
- Existing Rule 2:12 (a) to (e) Membership Subscriptions and Levies remains Rule 2:12 (a) to (e) – no changes
- Existing Rule 2:13 (a) & (b) Payment of Subscriptions becomes Rule 2:13 (a) to (c) – proposed new (a); existing (a) and (b) becomes (b) and (c) respectively.
- Existing Rule 2:14(a) to (f) Transfer of Membership remains Rule 2:14 (a) to (f) – no changes
- Existing Rule 2:15 Resignation of Member becomes Rule 2:15 (a) to (c) Resignation, Discipline and Expulsion of Members. Part (a) will become Resignation of Member; part (b) will become Discipline and part (c) will become Expulsion of Member.
- Existing Rule 2:16 Expulsion of Member will become Rule 2:15 (c). Rule 2:16 will become Disputes and Harassment (a) and (b).
- Existing Rule 2:19 Working Rallies – proposed change to (a).
- Existing Rule 2:53 Discipline becomes Rule 2:15 (b).
- Existing Rule 2:54 Harassment Policy becomes Rule 2:16 (b).
- Existing Rule 2:55 Disputers becomes Rule 2:16 (a).
- Existing Rule 2:56 Common Seal becomes Rule 2:53.
- Existing Rule 2:57 Indemnity becomes Rule 2:54.
- Existing Rule 2:58 Disclaimer of Liability becomes Rule 2:55.
- Existing Rule 2:59 Winding Up becomes Rule 2:56.

Marj Steiner moved and Heather Truman seconded the motion: “That renumbering of the rules as stated be confirmed”.

Carried.

Note: The following rule numbers are the renumbered rules.

APPLICATION for MEMBERSHIP

Heather Truman moved and Gill Kingsbury seconded the motion: That rule 2:8(c) be amended read: “The Committee may, at its discretion, grant or refuse the application. On admission to membership the name of the new member shall be added to the register of Members of the Club, or Branch, and such new members shall become subject to the Rules, Regulations and By-Laws of the Club and the Branch”.

Carried.

MEMBERSHIP

Heather Truman moved and Beryl Malkin seconded the motion: That rule 2:9(c) be amended to read: “It is a requirement of the Association that membership details be furnished as at 31st October each year and that membership subscriptions based on these figures are paid by the Club to the Association by the 30th November”.

Carried.

PAYMENT OF SUBSCRIPTIONS

Gill Kingsbury moved and Marj Steiner seconded the motion: That a new rule 2:13(a) be: “Existing members are not required to re-apply for membership annually. An annual subscription notice stating the period that the subscription covers, the amount due and the date by which the subscription must be paid, shall be sent to each member of the Club or Branch on a date set by the Committee at their AGM. Once a member has paid the subscription in full, this will entitle the member to have their subscription renewed for a further twelve months”.

Carried.

RESIGNATION, DISCIPLINE and EXPULSION of MEMBERS

Marj Steiner moved and Beryl Malkin seconded the motion: That rule 2:15 be amended to read:”

- (a) **Resignation of a Member** - Any Member may at any time resign from the Club or Branch on giving notice in writing to the Secretary. They shall be liable and required to pay any subscription or other payment which may be due by them and unpaid at the date of resignation. Re-admission may be granted subject to the Rules of the Club or Branch providing for application for membership and election of new members.
- (b) **Discipline of a Member** - Any case of violation of the Rules and Regulations, or of the common principles of behaviour, or of accepted standards of horsemanship at any Club or Branch rally, event, or activity that does not come under the jurisdiction of a Ground Jury or Appeal Committee may be dealt with in the first instance by the most senior Club or Branch committee member present and one other committee person, both to be unrelated to the person who has infringed. The matter will then be referred to the Club or Branch committee in writing, where the incident will be considered with all parties present, and appropriate penalties may or may not be imposed accordingly.
- (c) **Expulsion of a Member** –
- (i) Any member of the Club or Branch who has persistently failed in the observance of any lawful rule, regulation or by-law made by the Club and the Branch, or whose conduct in any respect, in the opinion of the respective committees, is derogatory to the character or prejudicial to the interest of Club or Branch, may be removed from membership by a resolution of the Committee to that effect and passed by at least 65% of the members of the committee present in person and voting at a Special Meeting of the Committee. The person being expelled must be given the opportunity to defend themselves before the Committee. Members under the age of 18 should be accompanied by an adult. (Refer Rule 2.26 page 28).
- (ii) No less than seven (7) days previous notice of this meeting must be given and the intention to propose such special resolution shall be specified. Such notice must be sent to all members of the relevant Committee. No less than 75% of the members of the Committee, exclusive of the member whose removal is in question (if they happen to be a member of the committee), shall be present.
- (iii) **Other Offences:**
1. **Bankruptcy** A member who is declared bankrupt may remain a member of Pony Club but may not hold a position of office and may not be a Area, Club or Branch cheque signatory.
 2. **Serious Offences** The committee may expel or suspend any member found guilty in a Court of Law of criminal conduct.
- (iv) Any member who shall be expelled from the Club or the Branch, or any member who shall cease to be a member of the Club or Branch for any reason whatsoever shall have no claim or interest in the property or funds of the Club, or the Branch”. **Carried.**

DISPUTES and HARASSMENT

Heather Truman moved and Beryl Malkin seconded the motion: That rule 2:16 be amended to read:”

- (a) **Disputes** need to be handled diplomatically and promptly to avoid escalation.
- (i) At Club level the District Commissioner, or their appointee, is the adjudicator. If the matter cannot be resolved it can be referred to the Club Committee for decision by consensus, each party having the right to put their views forward. If the matter is still unresolved the District Commissioner may call upon the Area President and/or the Area Delegate to Committee of Management to arbitrate.
- (ii) At Branch level, the Branch President, or their appointee, is the adjudicator. If the matter cannot be resolved it can be referred to the Branch committee for decision by consensus, each party having the right to put their views forward. If the matter is still unresolved the Branch President may call upon the District Commissioner, who may seek the views of the Club committee. If still unresolved the District Commissioner may refer the matter to the Area President and/or the Area Delegate to Committee of Management to arbitrate.
- (b) **Harassment** - The Harassment Free Sport Policy shall apply in all instances. Refer to appendix B of the Club and Branch Rule Book”. **Carried.**

WORKING RALLIES

Gill Kingsbury moved and Heather Truman seconded the motion: That rule 2:19 be amended read:

“A working rally is a rally organised by the Club or Branch, where ALL members are entitled to attend and some instruction is given or received.

Riders must have participated in at least FIVE WORKING RALLIES during the twelve months immediately preceding the closing date of entries for all Area and Inter-Club Competitions, Certificate Examinations, National Competitions and nominations for Overseas Tours. THREE of these attendances must be the combination of rider and mount entered for the individual competition, examination or nomination. District Commissioners in consultation with the Club or Branch President may waive this rule at their discretion in

the case of a genuine Pony Club member, who, for good reasons, has been unable to attend the requisite number of rallies. In the case of A or H Examination candidates this must be stated on the nomination form for those examinations. District Commissioners must also consult with the Area President in the case of Area Horse Trials, Area Dressage, Area Games and Overseas Tours nominees who wish to apply for dispensation”. **Carried.**

Gill Kingsbury moved and Heather Truman seconded the motion: “That the NZPCA Harassment Free Sport Policy be included as an appendix.” **Carried.**

New APPENDIX B – NZPCA Harassment Free Sport Policy

Purpose

The New Zealand Pony Club’s Association is committed to providing a harassment-free environment where all people involved in Pony Club are treated with respect and dignity and can contribute and participate to their full potential.

Scope

This policy covers all Riding members, administrators and officials, coaches, anyone who is employed by or represents Pony Club, whether paid or unpaid.

Applicable to

This policy is applicable to all Pony Club members throughout New Zealand

Harassment is

Any unwelcome comment, conduct or gesture directed toward an individual or group of individuals which is insulting, intimidating, humiliating, malicious, degrading or offensive to the person/group who receives it and is repeated or of a significant nature.

Harassment may be focused on an individual’s or group’s race, colour, gender, religion, physical characteristics, sexual orientation, disability or any other distinguishing characteristics.

If you believe you have been harassed or accused of harassment

- *You have rights that need to be protected.*
- *You have contact people who can advise you of your options and their advantages and disadvantages.*
- *You are entitled to enlist the support of a person of your choice.*

Procedures for dealing with harassment

1. Self help

- *Letting the offender know that the harassing behaviour is unacceptable and must stop, which may resolve the matter quickly and in a low-key manner.*
 - *Telling the person directly and asking them to stop.*
 - *Written communication on a ‘private and confidential’ basis to the person, identifying the behaviour and asking them to stop.*
 - *Taking a support person/friend to tell the person to stop.*

2. Informal

- *Getting someone to help resolve the situation -someone within the level i.e. Branch, Club, Area, or National - such as an administrator or coach. They will need to talk to the individual about what happened and what is required to fix the situation. They will then talk about the complaint to the person identified. If there is agreement on what happened and what will fix the situation, then the issue can be resolved confidentially between the immediate parties. (The contact person may seek advice from their local Regional Sports Trust).*

3. Formal

- *This involves writing a formal complaint at the appropriate level, i.e. Branch, Club, Area, or National, whereby the complaint will be forwarded to a support organisation such as:*
 - *Victim Support*
 - *Regional Sports Trust*

- *The complaint will outline:*
 - *Who the complaint is about.*
 - *What happened (including time, date, place, what was said/done, how often it had been said/done).*
 - *How it was responded to.*
 - *What impact the behaviour has had.*
 - *Whether anyone else witnessed the behaviour.*
 - *What is the desired outcome of the complaint.*
 - *Requesting confidentiality/approval before any action by the organisation.*

4. Human Rights Commission

If someone employed by the NZPCA, Areas, Clubs, or Branches, either as a paid or unpaid employee, is harassing an individual, then the complaint can be taken to the Human Rights Commission.

5. Police

Complaints of a criminal nature should be reported to the police, with the consent of the individual offended against.

Implementing the Policy and Procedures

Harassment complaints should:

- *Be documented.*
- *Allow for informal and formal options.*
- *Be referred to a support organisation such as Victim Support or a Regional Sports Trust.*
- *Be handled promptly, seriously, sensitively and confidentially.*
- *Be consistent with existing policy and procedures.*
- *Allow for an appeal.*
- *Have access to disciplinary measures if necessary.*

Procedure Process

- *Branches, Club's, Area's, and NZPCA adopting the Policy on Harassment Free-Sport*
- *Documentation.*
- *Seeking advice from a Regional Sports Trust or Victim Support.*
- *Determining the most appropriate method of investigating the complaint.*
- *The rights of the respondent.*
- *Decision making.*
- *Possible disciplinary sanctions.*

References:

*SPARC
Regional Sports Trusts
NZPCA Fairplay Charter*

The Manawatu Pony Club moved a notice of motion at the 2004 Conference. It was discussed at the 2005 Conference with the following result.

Harvey Bell moved and Phyllis Burns seconded the motion: "That the New Zealand Pony Clubs Association Inc. be managed by a Board not exceeding nine members to expedite the affairs and general business of the Association". **Lost.**

18. CLUB FORUM DISCUSSION TOPICS

(i) Auckland District Pony Club

That a printed version of rule changes be sent out with the notices to clubs in a form which can be inserted in the black rule book. **COM will discuss further.**

(ii) Wellington Pony Club

That each Club at Area meetings and each Branch at Club meetings shall have voting rights proportionate to the number of financial members it has with the proviso that no Club or Branch shall have 50% or more of the voting rights. The numbers would be based on the numbers furnished to the Association by 31 December each year under rule 2:8(d). **COM will NOT discuss further.**

(iii) Auckland District Pony Club

That the NZPCA return to the previous format of Notices to Clubs. **COM will discuss further.**

(iv) Wellington Pony Club

That the COM co-ordinate the release of a competition omnibus covering all national, North and South Island competitions as near to the start of the season as possible. **COM will discuss further.**

(v) Waitemata District Pony Club

That in light of falling membership numbers over the past few years, we suggest that to help retain senior pony club members, NZPCA could introduce a 'credit system' for A and B certificates, in which riders may earn a credit towards their certificate for the dressage phase only. **COM will NOT discuss further.**

(vi) Tauranga Pony Club

That riders eligible to sit 'A' Certificate may gain partial credits in either dressage or jumping. **COM will NOT discuss further.**

(vii) Wellington Pony Club

That, from 1 September 2006, the horse trials rule 35, Dress and Equipment, be amended to include the following – 'For the cross country phase, a body protector must be worn. It is recommended that a body protector meets the BETA 2000 Level 3 standard'. **COM will NOT discuss further.**

(viii) Wellsford District Pony Club

That there be no more gear checking at competitions in Pony Club. **COM will NOT discuss further.**

(ix) Golden Bay Pony Club

That we propose changing to an age based team system as used for other competitions, eg. Teams of juniors, intermediates and seniors. To get a final result, maybe the three winning teams ride off or have three trophies.. **COM will NOT discuss further.**

(x) Wellington Pony Club

That an alternative scoring system to that prescribed in rule 21 be used for Horse Trials Area Trials. **COM will NOT discuss further.**

20. GENERAL BUSINESS

(a) O Certificate – Sara Ball

The revised O Certificate was being signed off by the COM on Monday and will be ready for implementation.

(b) Riders Forum Report

Amanda Kelly gave a brief verbal report on the rider's workshop.

(c) Quality Presentations Ltd

Jane Dear, QP Managing Director and sponsor of the conference satchels, thanked Pony Clubs for their support throughout the year and encouraged Pony Clubs to continue to support QP.

(d) National Membership Database – Christine Hartstone

Keith Scarlett informed the delegates that Clubs had returned their membership details with their subscriptions. These will form the basis of the NZPCA National Membership Database.

(e) 2005 NZPCA Coaching and Training Programme – Gill Kingsbury

Gill Kingsbury informed the delegates that the 2005 Coaching and Training Programme has now been implemented. 12 of the 16 Pony Club Areas had their applications approved to run courses and seminars for 2005.

(f) Medical Cards

Keith Scarlett informed the delegates that the NZPCA provided medical cards for all riders. The cards are colour coded and are replaced every two years. It is the responsibility of each rider to provide their medical card armband.

(g) Helmet Standards

Keith Scarlett informed the delegates that as of 30th September 2005, helmet standards NZS 8602 and AS 2063.3 will become obsolete and no longer eligible to be worn after that date. The manufacturing of these helmets ceased in 1997.

The Manawatu West Coast Area PC drew a raffle which was held during the course of the conference.

21. CONCLUSION

On behalf of the Conference Delegates, Nicky Williams, President, thanked the Manawatu West Coast Area Pony Clubs for helping the NZPCA in hosting the 59th Annual Conference and the delegates for attending.

She thanked all persons who facilitated workshops especially Heelan Tompkins for chairing the riders workshop. Delegates need to share what they have learnt at conference with members and Coaches back in their Clubs and Branches and encourage more to attend next year.

The President invited the Delegates to attend the 60th Annual Conference which will be hosted by Christchurch Pony Club in Christchurch from the 16th to 18th June. Christchurch PC were able to show a 2 minute video clip selling the city of Christchurch. Jan Danrell invited all Clubs to send delegates to the 2006 Conference and promised it will be exciting.

On behalf of the delegates, Barbara Harvey congratulated Nicky Williams on her first conference and thanked her for a job well done.

Signed: _____
(President)

Date: / 06 / 2006