

Grafton Riding Club Inc



Minutes - General Meeting

20 February 2024 - The Royal Hotel

- **Meeting Started:** 6.39pm
- **Present:** Lara Johnston, Deb Montgomery, Sonia George, Lee Brown, Rosemary Huntley, Lynne Hugginson, Leigh Harding, Suzette Kelson, Patsy Wicks
- **Apologies:** Jodie Williams, Bronson Boers, Wendy Bruszewski ,Amy Staff, Tiff Jones, Kathy Sullivan, Chris Harding, Wendy Bruszewski
- **Minutes from previous meeting:** were read. Lee Brown moved, seconded by Suzette Kelson that they were true and correct. All in favour. Motion Carried
- **Business Arising from Previous Minutes:**
 - Still need to approach HPEUG re fencing to request the possibility of fencing to be removed from our shed where dressage arenas are - *Advised after meeting that Ralph Connors is organising to have this fencing removed*
- **Correspondence:**

<u>IN:</u>	<u>OUT:</u>
<ul style="list-style-type: none">➤ HPEUG – Minutes from Sports Committee meeting➤ Nominate – Memberships➤ CVC – Confirmation of Park bookings➤ Armidale Riding Club – Permission to post their newsletter on face book➤ Nominate – confirming Feb Training day posted	<ul style="list-style-type: none">➤ Armidale Riding Club – Request to post their newsletter of face book➤ Nominate – request to add our Feb Training Day to Nominate➤ Natlie Sear – Public Liability COC➤ Kathy Sullivan – forward letter re WWCC renewals going digital

<ul style="list-style-type: none"> ➤ Nominate – entries for Training Day ➤ HPEUG – Updated Calendar ➤ Natalie Sear – requesting Public Liability COC ➤ Big River Cutting Club – Apologies for not attending Working Bee on 20 January ➤ Wendy – forwarded information from Vireena Peacock re mandatory incident reporting requirements ➤ NSW Office of the Childrens Guardian – advising they are going digital for renewals ➤ Central Motel – Confirmation for accommodation for Judges and EA Steward ➤ Kathy Sullivan – Fair Trading receipt ➤ HPEUG – Clarence Sports Committee ➤ HPEUG – Advice of meeting 12 Feb ➤ Nominate – Acknowledging Dressage Comps posted ➤ HPEUG – Calendar Update 	<ul style="list-style-type: none"> ➤ Central Motel – requesting accommodation for Judges and EA Steward for April comp ➤ Wendy – Mandatory Incident Reporting ➤ Nominate – request to post Dressage Competitions ➤ To All – Details of Dressage competitions ➤ To All – notice of meeting 20 Feb x 2
--	---

• **Treasurers Report -**

Grafton Riding Club	
General Meeting 20/2/2024	
Royal Hotel South Grafton	
Opening Balance from 1st December 2023	\$16,743.04
Income	
9-Jan nominate	\$990.00
16-Jan nominate	\$270.00
23-Jan nominate	\$60.00
30-Jan nominate	\$260.00
5-Feb debra montgomery training lesson	\$50.00
6-Feb lisa hagelstein training day	\$20.00
6-Feb nominate	\$300.00
7-Feb nominate	\$450.00
 total income	 \$2,400.00
expenses	
5-Jan kathy sullivan dept of fair trade	\$54.00
5-Feb l&c harding training day food	\$77.30
5-Feb wendy bruszewski storage box	\$19.96
5-Feb lee brown storage for ipads etc	\$136.25
total expenses	\$287.51
 closing balance as of tonight 20th february	 \$18,855.53

Lee Brown moved , seconded by Lynne Hugginson that her report be accepted. All in favour. Motion Carried

- **Training Day Report**

- **Training Day 4 February**

The Training Day on 4 Feb was a good quiet easy going day. 9 of us gathered for a very yummy dinner on Saturday 3 Feb. Chris and Leigh did the dinner including shopping, setup, cooking and pack away.

There was a few of us camping overnight. Tiff started lessons early as planned and had 7 riders/ One of these riders did not book via nominate (just turned up on the morning) and Tiff was very accommodating to allow her to ride at the and the still came to the club.

I had my L plates on as a new Training Day co-ordinator. Made a little more challenging as I don't know the club, the workings of the grounds or the riders. But Rosemary saved me many times. My thanks to Rosemary, Chris Leigh and Tiff

- **Protocol Day 24 March 2024**

Next training Day is a Protocol Day on 24 March. Sonia and Jill will be the Protocol Judges. There will be on test at the levels – Prep, Prelim, Novice and elementary. Not sure if we do medium or not. Open to suggestions. I will not be there on the day as I am away hiking. So not contactable. I will organise the event before hand (with Rosemary's guidance I hope).

Further discussion:

Add Medium

Sonia will do a verbal on test Jill rides at the start of the day.

Suzette to approach Jill to see if she would give a talk about how she prepared and rode the test.

Entry \$50 to include lunch

Leigh to check with Chris if she would be happy to do some pole work with others

- **General Business**

- Purchase of new table for club house

Discussion took place on this and also gazebos. The current large table is brittle and falling to pieces and our gazebos, can't be found

Rosemary moved, seconded by Leigh Harding to purchase 2 x tables and 2 x gazebos.

All in favour. Motion Carried.

Leigh will purchase the above and forward receipt to Lee Brown for payment

➤ April Dressage

- ✚ Preparation is on track
- ✚ Program is out and on nominate etc
- ✚ Accommodation booked for Steward (Amelia Gilmore) and Judges

➤ Proposal from Patsy Wicks to present some ideas around having a GRC Sub-committee for carriage driving activities

- ✚ Patsy has requested that the Carriage Club be able to join GRC as a sub group with own sub committee etc.
- ✚ Their centre is at Armidale at present and they are EA affiliated but for 10 members their insurance would be \$1300 annually
- ✚ They would be doing obstacle driving , dressage and pleasure driving, but not use Hawthorne Park at present.
- ✚ Members present at the meeting were happy with the proposal but thought it needs a little more investigation

Sonia George moved, seconded by Lee Brown, that Wendy B does some more investigation with EA in consideration to everything. All in favour. Motion carried.

➤ HPEUG Protocol (see attached)

- ✚ This document was worked through and ready to go back to the next HPEUG meeting with the feelings of the committee on their topics open for comment

➤ EA Mandatory Reporting

- ✚ This Document was looked at and on investigating the form can be downloaded. Lara Johnston will do this and then we will be able to have paper copies at the grounds, as there is not always a computer available. This will enable if needed witnesses to also fill out and to be incorporated with what needs to be submitted.
- ✚ Risk assessment must be done after an incident has happened

➤ June Championships

- ✚ We need to start thinking about sponsorship – Sean Everson will sponsor
Lara asked what the club was after – Lee advised a money donation is better

➤ A3 Maintenance

- ✚ Ralph Connors has slashed A3 area 3 times since Christmas. Is there anyone who would like to take this job on.
- ✚ This was discussed but discussion generally took on the whole of the grounds concept.
- ✚ Is it possible to pay someone to mow etc – need to possibly get quote even just for A3 area as the HPEUG mower is not mechanically capable of doing
- ✚ HPEUG had discussed purchasing a mower but this may be too expensive etc

- Meeting Closed: 7.53pm

- Next Meeting: 19 March 2024

Hawthorne Park Equestrian Users Group (HPEUG) Protocol

Introduction

The purpose of this Protocol is to provide clear guidance to all clubs on the standards set, and agreements made, between the Clubs that use Hawthorne Park. These decisions are made at meetings of the Hawthorne Park Equestrian Users Group and all members compliance with the Protocol will help assist with unity between clubs and each club benefitting from the grounds being in the best possible state for their events.

Roles of HPEUG committee

The HPEUG committee was elected to facilitate the meetings of the HPEUG user groups. It necessarily tries to facilitate negotiations between groups.

The Committee does not have any power to enforce agreements and as such successful shared use of the ground depends on the clubs sharing agreed protocols and members complying with agreements. If HPEUG clubs cannot amicably share the grounds the HPEUG may be disbanded, standing with Council will be diminished and much needed infrastructure upgrades and funding options will be far more difficult to obtain.

1. Committee

Ruling	Voted in
a) The Secretary of HPEUG shall be entitled to a computer	5/2/2020
b) The Committee will obtain and keep a list of casual users from Council	4/3/2020

2. Meetings

Ruling	Voted in
a) Disrespectful behavior including yelling and swearing at other club representatives, will not be tolerated. People continuing to exhibit this behavior will be asked to leave the meeting and their clubs will lose that vote for the remainder of the meeting.	

3. Keeping of grounds

Ruling	Voted in
a) Clubs to tidy up after an event	28/11/2022
b) Horses are not be tied in arenas; with the exception of Pony Club pink troop horses in Arena 2.	
c) Horses are only to be lunged in the round yard and in no other arenas or areas within the grounds.	Lungeing on grass must be allowed
d) Arenas to be raked when used (26/10/21) - <i>To be voted on - suggest delete as we cant enforce and clubs mostly cant afford it. Could we consider clubs contributing to bi-annual grading.</i>	

Hawthorne Park Equestrian Users Group (HPEUG) Protocol

e) Arena 1 should be maintained at 10cm depth, cutting can and add remove for their events as necessary.	
f) Arena gates are to be shut and Minden & Hay St gates locked when leaving the grounds.	
g) Camping area power to be turned off and power boxes locked, check spotlights turned off.	
h) Fires are to be contained (not with bricks and rocks) in containers to ensure no damage to mower from half burnt wood.	Need to clarify with council as sign at gate says NO fires
i) Unused firewood to be stacked on concrete near Western end wash bays (5/2/20)	5/2/2020

4. Bookings

Ruling	Voted in
a) If a club contacts Council for a sole booking which overrides another clubs already booked dates, the club affected will be Cc'ed into the email – that gives the opportunity to discuss options. For example: can the two clubs still share or if sole booking is necessary. This communication will ensure clubs can organize their events with confidence. (22/6/20)	22/06/2020

b) Any booking conflicts whether sole booking or arena bookings to be negotiated between clubs and outcome emailed to the users group secretary	To be voted on Yes
c) Clubs are not to advertise and or proceed with a booking until a new users group calendar has been issued reflecting the date.	To be voted on Yes

5. Camping

Ruling	Voted in
a) If a club contacts Council for a sole booking which overrides another clubs already booked dates, the club affected will be Cc'ed into the email – that gives the opportunity to discuss options. For example: can the two clubs still share or if sole booking is necessary. This communication will ensure clubs can organize their events with confidence. (22/6/20)	22/06/2020
b) No camping on Polo X 1 and 2	26/06/2023
c) Should horses be able to be tied to floats in all camping areas on day visits?	To be voted on Yes
d) Should horses be allowed to be kept in paddocks in camping area 3? Yes providing pedestrian access is clear to all other areas	To be voted on Yes
e) Should horses be allowed to be kept in paddocks in camping area 2? Yes providing pedestrian access is clear to all other areas	To be voted on Yes

Hawthorne Park Equestrian Users Group (HPEUG) Protocol

f) If camping with horses is allowed everywhere, Does poo need picking up/ piling up / removing?	Yes – designated areas for poo to be placed and to be on all programs
--	---

To be voted on



6. Facilities

Ruling	Date voted in
<p>a) Toilets are to be cleaned and left ready for next club, this should include:</p> <ol style="list-style-type: none">1. Swept out2. Toilet paper replenished. A roll of paper to be left in each cubicle3. Showers and basins cleaned4. Urinals flushed and cleaned5. All toilets cleaned, flushed and lids down6. All items are removed (shampoo bottles, clothes etc)7. Lights out (17/4/23) (26/6/23)	

Hawthorne Park Equestrian Users Group (HPEUG) Protocol

7. Cattle Lease

Ruling	Date voted in
a) Numbers to be limited. CVC recommended 29 head, this may vary slightly depending on trading. User group discussed	5/2/2020

8. Campdraft arena

Ruling	Date voted in
a) Pony club cattle to be excluded from Campdraft arena	3/5/2022
b) If the Pony Club cattle happen to be on the oval, then regardless to the responsible club for allowing it to happen the cattle be removed and relock the oval. <i>(This experiment resulted in prolific grass growth with no strategy to maintain it. The arena was slashed several times resulting in windrows that became slippery for horses. Fortunately, Wally purchased a Mulcher which mitigated the windrow problem. - we need to look at this)</i>	18/9/2022
c) Each club to follow oval preparation as per the Rule of the ABRCA as it relates to clay based soil.	18/9/2022
d) Each club meet in the future before the season to decide a period when campdrafts would be conducted, thus the oval will be prepared only once, and it will be the responsibility of the	18/9/2022

participating clubs to maintain the oval till all Campdrafts are completed.	
e) The Campdraft, Pony and Stock horse clubs combine their efforts in maintaining the oval outside the campdraft period to ensure that the oval is maintained in a safe and usable manner, allowing the oval to rejuvenate and recover.	18/9/2022
f) It is expected that these clubs work in concert at all times. (Campdraft, pony club, stock horses, meeting 18/9/22)	18/9/2022
g)	

9. Wet weather policy

Ruling	Date voted in
a) Clubs may use the grounds when the status is 'closed subject to wet weather'. These clubs are to do their own risk assessment (3/5/22) (28/11/22)	3/5/22 and 28/11/2022

- b) Other Clubs are not able to influence if clubs decide to run during wet weather events.
Clubs should make their own decision by doing their own risk assessment