

# Central Zone of Pony Clubs Inc.

Registration Number: A0026915

Committee Meeting of Central Zone on Tuesday 5th February 2019  
At Ross Watts Children's Hall, Station Street, New Gisborne  
Meeting Opened at 8.00pm by Central Zone President

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## Executive Committee Present

Position	Name and Club represented
Zone President	Bronwyn Fyfe (Riddell's Creek)
Zone Vice President	Sue Hollins (Gisborne)
Zone Vice President	Tanya Stocker (Kyneton)
Zone Secretary	Casey Marino (Heathcote)
Zone Treasurer	Robin Crawford (Kyneton)
Zone Rep	David Stammers (Riddell's Creek)
Zone Chief Instructor (ZCI)	Niree Weybury (Oaklands)
Zone Exam Secretary (ZES)	Pam Kalms (Findon)

## Zone Delegates Present

Club	Represented by
Broadford	Lisa Haigh & Lisa Barnes
Bullengarook	Olivia Greenwood (Apology)
Findon	Pam Kalms & Chaminda Fernando (Apology)
Gisborne	Katrina McDougall, Lisa Newman & James Lang
Glenlyon	Sarah Klas (absent) & Kylie Cameron (absent)
Heathcote	Casey Marino & Joan Stammers (apology)
Kilmore	Debbie Dougall (apology) & Cathy Dingwall
Kyneton	Tanya Stocker & Tracey Roberts (absent)
Lancefield	Chris Willmott & Lisa Larter
Macedon	Teri Kirkham & Caitlyn Hennessy (absent)
Melton	Glenda Meddings & Dianne Giles (apology)
Oaklands	Niree Weybury & Jo Brennan (apology)
Riddell's Creek	Kari Males & Lyndsay Constable (absent)
Sunbury	Lynden Stannard
Truganina	Ronnie Graham
Tullamarine	Colin Bourke (apology)
Werribee	Wayne & Aimee Cuthbert and Liane Shannon (absent)
Whittlesea	Rhiannon Bevilaqua (absent) & Jessica Harris (absent)
Williamstown	Sue Von Nagi (absent) & Ann Ryan
Woodend	Adrian Sisk (absent) & Simon Best (absent)

**Clubs not represented: Bullengarook, Glenlyon, Tullamarine, Whittlesea & Woodend.**

Confirmation of previous minutes	
Time allotted 2 minutes	Presenter: Bronwyn Fyfe
Discussion	Motion that the minutes of December 4th, 2018 are true and correct.
Moved	Wayne Cuthbert
Seconded	Chris Willmott
Action Items: Minutes regarding Gladysdale was about financials not toilets	Casey to amend
Action Items: Wayne, Casey and Aimee to discuss email to State re: Gladysdale	Casey to email Wayne and Aimee

Correspondence		
Time allotted 5 minutes	Presenter: Casey Marino	
	See appendix 1.	
	HDPC letter re: Acceptance of offer to run Lowden Shield event.	
Business Arising:	Person Responsible	Deadline
Motion that the correspondence has been received and accepted	Moved: Glenda Meddings	2 <sup>nd</sup> : Wayne Cuthbert

Treasurer's report		
Time allotted 10 minutes	Presenter: Robin Crawford	
	See appendix 2.	
Action Items	Person Responsible	Deadline
Accounts for ratification accepted	Moved: Aimee Cuthbert	2 <sup>nd</sup> : Pam Kalms
Discussion: Do clubs need an ABN and can they claim tax reductions for large donations? Answer: No clubs do not need and ABN but can have one. Officially clubs are not charitable but can claim through the Australian Sports Foundation. They take a percentage though.	Ronnie Graham	None

Zone Representative Report		
Time allotted 10 minutes	Presenter: David Stammers	
	No appendix	
Discussion		
	Day insurance fee for riders will go from \$10 to \$15 as of July 1 <sup>st</sup> 2019.	
	Games, Flats and Musical Rides has changed dates to 27 <sup>th</sup> October 2019. This will affect Qualifiers. Games will be on dressage arena.	
	Adult members can now sit certificates. Effective immediately, age limits have been scapped.	
	Qualifiers have been bought forward to Saturday 5 <sup>th</sup> October and training will be over winter.	
	Games Flats and Musicals – quotas have gone so any rider that qualifies can go to the event so long as they have zone rep approval. Teams are now able to do composite zone teams and there will now be 10 games.	
	The age limit for comps is 25 years.	
Action Items	Person Responsible	Deadline
NIL		

ZCI Report		
Time allotted 10 minutes	Presenter: Niree Weybury	
Discussion	Need to keep pushing NCAS accredited coaches for clubs with over 20 members	
	At the moment there are NO level 1 coaches coming through.	
Action Items	Person Responsible	Deadline
Ensure all clubs are using accredited coaches	ALL	ASAP

ZES Report		
Time allotted 10 minutes	Presenter: Pam Kalms	
	See appendix 3.	
Discussion	Confirmed date for round 1 to be March 30 <sup>th</sup> , 2019 at Kilmore however Oaklands have requested a separate date. This may be April 27 <sup>th</sup> but is yet to be confirmed.	
	We have 36 riders that have applied for round 1.	
	We have one rider applying for the C* certificate. Jessica Harvey from Riddell's Creek.	
Action Items	Person Responsible	Deadline
Pam cannot find a payment record from Riddell's Creek for C certificates last year. She has asked if Riddell's Creek PC could please look into it and send her a payment receipt if it has been paid.	Riddell's Creek PC	ASAP
Macedon PC have sent emails back and forth but Pam has had no response recently. Could someone from Macedon please follow up with Pam.	Macedon PC	ASAP
November books are due in June. Worksheets only not manuals.	ALL CLUBS	June 2019
Woodend have two riders but will need to reapply for their C certificates.	Woodend PC	ASAP

President's Report		
Time allotted 5 minutes	Presenter: Bronwyn Fyfe	
Discussion	See appendix 4	
	Bron welcomed everyone back and hopes we all had an enjoyable and safe New Year.	
	The CZ SJ and DR qualifiers have been run at Kyneton. Bron would like to thank Kyneton for the use of their grounds and equipment and says good luck to those who qualified.	
	A reminder to all clubs that rule changes took effect as of January 1 <sup>st</sup> so please ensure if your club is running an event, that all course builders, judges etc are up to date with the changes.	
Action Items	Person Responsible	Deadline
NIL		

## General Business with notice

Time allotted 10 Minutes		
Discussion	<p>Lowden Shield – Unmounted kids – lots of clubs are now incorporating unmounted kids, so Heathcote PC think it might be time to include them in the Lowden Shield. Heathcote have purchased hobby horses which can be used.</p> <p>Sue Hollins asked the question whether clubs would travel to Heathcote? It was agreed that if we couldn't get a minimum of 80 riders then the event would not go ahead.</p> <p>Previously we haven't run SJ at Lowden, but it was discussed and agreed that we would this year to encourage attendance. SJ will be added to the points.</p>	
Discussion	Truganina requested to change their Freshman's date to Saturday the 16 <sup>th</sup> March. This doesn't affect the calendar so all agreed to the change.	
Discussion	<p>Truganina have asked how to go about incorporating an unmounted rider's program. A discussion was had about how the clubs who run these programs actually work. Eg: Some clubs have extra horse's for these kids to ride, some share the mounted rider's horses while they are doing their theory but charge them less for memberships etc.</p> <p>Truganina are excited and going to begin running this program as well.</p>	
Leonie came across some old minutes (Dec 4 <sup>th</sup> 2012) where a motion was put that "Only CZ riders can compete at CZ SJ & Dressage Champs." So, she has said that "the program allowing riders from other zones to compete at the CZ qualifiers was against standing orders." And "Perhaps should be discussed with the zone before the next Qualifiers."	<p>This was discussed and a couple of people think it was changed more recently than the minutes Leonie came across. As we did not get a chance to go through the old minutes, it was agreed that it may have been a mistake to allow it, but it is in the past and that none of our kids would have missed out on going to State because of it.</p> <p>It might not be in the standing orders, but we need to discuss whether we should restrict or encourage it.</p> <p>Sue Hollins says we've allowed it for more than a year.</p> <p>Things have changed within Pony Club. We struggle to get riders even when they have qualified. We had no A grader's and only 3 B grader's. What do we do? Run at a loss? Up entry fee's? Going forward we should look at options and maybe move a motion to add it now.</p>	
State Entry Fee's	<p>We are running at a loss. Do we up the zone fee's? Use the money that's there? Or Cut back on zone costs? \$90 per rider is too much.</p> <p>Aimee Cuthbert says we need to generate income for the grounds. The kids are paying for venues and paying to ride. This is double dipping.</p> <p>Do we drop 50%? Is it affecting numbers? Do they pay it anyway? Niree will send out a surveymonkey to clubs to ask. This can be used to support us later at state level.</p> <p>50% refund for future state events to be discussed at the next zone meeting.</p> <p>Sue moves that we write a letter to State to discuss entry fee's. Pam Kalms 2<sup>nd</sup>s this motion.</p>	
Tear Drop Banners	Aimee to get the measurements for the 'mini' size and find out which size Midland Zone has.	
Action Items	Person Responsible	Deadline
Sue needs ideas for the unmounted kids. Please send her ideas so she can get the program out before the weekend.	All Clubs	08.02.2019
Clubs to push for attendance to the Lowden Shield	All Clubs	18.03.2019
Aimee to create Lowden Shield event on Facebook	Aimee Cuthbert	09.02.2019
Casey to email Tracey Roberts re: Trug date change on the calendar	Casey Marino	ASAP
Pam Kalms, Glenda Meddings and Katrina McDougall to send Ronnie Graham info on how their unmounted rider program works	Pam Kalms, Glenda Meddings and Katrina McDougall	None
Niree to create and send a surveymonkey out to clubs re: State entry fee's	Niree Weybury	None
Write a letter to State regarding entry fee's. Casey to draft letter and send to exec committee for guidance before sending to state.	Casey Marino	ASAP
Add 50% refund for upcoming State events to agenda for April meeting	Casey Marino	April agenda
Find out measurements for 'mini' tear drop banner and which size Midland Zone's banner is	Aimee Cuthbert	April meeting

## General Business without notice

Time allotted 30 minutes		
Oaklands PC	Niree would like to change the date for the Games, Flats & Musicals. It's currently set for October 5 <sup>th</sup> . Niree will send out an email to clubs asking whether they prefer Saturday the 5 <sup>th</sup> October or Sunday 6 <sup>th</sup> October. Things like football and finals may affect the date.	
Woodend PC	Woodend would like to run their SJ on April 6 <sup>th</sup> . This doesn't clash with anything so all agreed it was fine.	
Action Items	Person Responsible	Deadline
Email Clubs for preference for Games Flats & Musical dates	Niree Weybury	none
Let Tracey Roberts know Woodend's dates for SJ for the calendar	Casey Marino	ASAP

In regard to other matters discussed on the night, currently those discussions have not been minuted based upon direction from Pony Club Australia. As soon as we have permission, a separate lot of minutes will be made available .

Meeting closed 9.50pm.

Next meeting: April 2nd, 2019.

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## Appendix 1 - Correspondence Dec/Jan 2019

### Emails Inwards

#### Correspondence IN:

05.12.18 Agenda items from Werribee  
05.12.18 ZES report  
09.12.18 State Dressage & Show Jumping Entry Forms  
10.12.18 Barastock Horse of the year show 2019  
12.12.18 PCAV Invoice  
13.12.18 State Dressage & Show jumping forms amended  
14.12.18 Merry Christmas from Pony Club Vic  
14.12.18 Update MyPonyClub Club administration & committee details  
18.12.18 Beaufort Annual Junior Riders Gymkhana  
18.12.18 Equestrian Vic tests  
20.12.18 Pony Club Vic pro-rata fees  
20.12.18 Pony Club Vic State Office closure  
29.12.18 Zone 2019 Calendar info for Pam  
30.12.18 Sue chasing info on the SJ & DR event  
31.12.18 Consumer Affairs Vic – MYCAV account  
01.01.19 Pam re: minutes  
02.01.19 Workshop weekend  
03.01.19 Class counts for DR & SJ  
07.01.19 PCV financial policy  
11.01.19 Bank details for Casey for Ross Watts booking  
11.01.19 Event secretary waiving costs for scoring at DR & SJ  
11.01.19 Revised Moomba schedule  
13.01.19 Barastoc debunking Myths of supplements  
15.01.19 Bullengarook Freshmans  
15.01.19 Insurance Liability number for Kyneton  
15.01.19 Ross Watts reply  
16.01.19 Bullengarook Freshmans  
17.01.19 Werribee change of email address  
29.01.19 Minutes for Dec meeting for upload to CZ website  
30.01.19 Kyneton qualifiers results  
30.01.19 Equine Dental Vets  
30.01.19 DR & SJ State Championship entries  
30.01.19 PCAV Card Hannah Basetti  
30.01.19 Wandin Park International  
03.02.19 Barastock Watermelon  
04.02.19 Updated list of Werribee email addresses  
04.02.19 Treasurer's Report  
04.02.19 Agenda call responses  
04.02.19 VicHealth's Active Club Grant program for 2018-2019  
05.02.19 Truganina Agenda item  
05.02.19 Werribee agenda item

#### Correspondence OUT:

05.12.18 Sent Tracey the new [centralzonerep@outlook.com](mailto:centralzonerep@outlook.com) email address for program approval so it could be added to the calendar.  
17.12.18 Event secretary info needed for SJ & DR  
18.12.18 Equestrian Vic tests change  
29.12.18 Pam asked for calendar info  
31.12.18 Chased up CAV  
03.01.19 Responded to Pam re: minutes  
03.01.19 Responded to Sue and Brendan at event secretary re: DR & SJ  
06.01.19 Response to Robin re: CAV  
11.01.19 Revised Moomba schedule  
11.01.19 Games Flats Musicals date for Tracey  
11.01.19 Re: bank details  
14.01.19 Moomba SJ flyer  
15.01.19 Insurance Liability number for Kyneton  
15.01.19 Bullengarook responses

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16.01.19 Ross Watts booking for 2019  
 30.01.19 Hannah PCAV Card  
 30.01.19 CZ Qualifiers email response  
 30.01.19 DR & SJ entries response  
 04.02.19 Agenda call and responses to replies  
 04.02.19 Werribee email contact response  
 04.02.19 Reply to Robin re: treasurer's report  
 04.02.19 FWD to Heathcote the pro rata fee email  
 05.02.19 Response to Truganina's agenda items  
 05.02.19 Response to Werribee's agenda item

**Appendix 2. – Treasurer's Report.**

Balances at 4/2/19

Community Solutions One - \$6,047.23

Outstanding:

Payments - State GFM	Macedon (Not paying until paid for zone GFM)	\$375	
	Werribee (Payment bounced back).	\$50	-\$425
Income – Zone Fees	Broadford	\$184	
	Bullengarook	\$238	
	Riddells Creek	\$202	\$624
- State GFM	Riddells Creek	\$50	
- Zone GFM	Macedon	\$625	

Community Solutions Cash Reserve: \$19,116.39

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### Appendix 3. – ZES Report.

**ZONE EXAMINER'S REPORT** 05/02/2019 –Pam Kalms ([pamsfindon@hotmail.com](mailto:pamsfindon@hotmail.com))  
**Mob: 0427 566 109**

**C Certificate Assessments** - We have 36 riders apply for Round 1, examinations will be held on the following dates:

**Round 1A:** Saturday, March 30<sup>th</sup>, at Kilmore Pony Club.

**1B:** Saturday, April 27<sup>th</sup>, at Oaklands Pony Club, (to be confirmed by Niree Weybury).

**Clubs:**

- Kilmore – 8 - Sarah Klonis, Bridget Dingwall, Gabrielle Dingwall, Sara Knight, Lucy De Ionno, Paige Dougall, Kate Garner & Eliza Reid.  
Payment received 10/12/18.  
Workbooks assigned to Niree Weybury.
- Kyneton – 1 – Jordyn Prier.  
Payment & Workbook in order as held over from 2018.
- Lancefield & District – 3 - Alexis Larter, Allie Morice & Jordyn Feiss.  
Payment & Workbooks in order for Alexis & Allie as held over from 2018.  
Jordyn transferred from Riddell's Creek and I have not received an advice of payment from Riddell's Creek for 2018.
- Macedon – Email enquiry 1/11/18 answered 13/11 but no further correspondence received.
- Oaklands – 12 – Millie Powles, Hector Brennan, Tara Murphy, Ellen Patterson, Kayla Arbuckle, Kiany Reid, Coby Sanderson, Ellie Pugh & Morgan Hill.  
Payment received 24/12/18.  
Workbooks assigned to Bronwyn Fyfe.
- Riddell's Creek – 1 – Felicity Sutherland, held over from 2018.  
No advice of payment received from 2018.  
Workbook is in order as held over from 2018.
- Werribee – 4 – Amber Balazs-Ashman, Auguste Petrauskas, Natalie Barry & Georgie Jones.  
No advice of payment received. (Payment is on the way, Aimee Cuthbert.)  
Workbooks assigned to Pam Kalms.
- Whittlesea – 5 – Morgan Woolacott, Helena Cook-Bevilaqua, Julia DeLutis, Adele Ioannou & Lunica Rampling.  
Payment received 24/11/18.  
Workbooks assigned to Pam Kalms.
- Williamstown – 2 – Rose Murphy & Tiana Harvey, both held over from 2018.  
Payment & Workbooks in order as held over from 2018.
- Woodend – The 2 riders Emily Beck and Daisy Turnbull (not paid), will have to apply again to complete their C Certificates. The reason being that this application has been held over since October 2017.

**C\* Certificate Assessment** – We have 1 rider apply for this higher certificate.

- Riddell's Creek – 1 – Jessica Harvey.  
Application & payment yet to be received.  
Workbook assigned to Niree Weybury.

Thanks, Pam.



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## **Appendix 4. – President's Report**

### **Central Zone Presidents Report February 2019**

Welcome back and I hope you all had an enjoyable and safe Christmas and New Year. 2019 is already in full swing, with the Central Zone qualifiers for the State Dressage and Show Jumping Championships having been run. I would like to thank Kyneton Pony Club for the use of their grounds and equipment. Good luck to all our Central Zone riders who have qualified for State.

I'd like to remind all clubs, that rule changes take effect from January 1. If you are running an event this year, please ensure that your judges, course builders, etc are up to date with the rules.

All the best to everybody in 2019. May it be a fun, enjoyable and safe time.

Bronwyn Fyfe  
Zone President.