



Sports Pony Studbook Society (SPSS)

Minutes of the 2018 Annual General Meeting held on
Saturday 10th November 2018 at the Cribbs Causeway
Premier Inn, Bristol, BS10 7TQ



Present:	Jackie Vincent (Meeting Chairman)	SPSS Director, Company Secretary & Treasurer
	Jacke Mathieson	SPSS Director & SPSS Chairman
	Lucy Sheldrake	SPSS Director & Studbook Manager
	Phil Cole	SPSS Studbook Secretary & Committee Member
	Abigail Owens	SPSS Committee Member
	Penny Walster	SPSS Committee Member
	Kate Shone	SPSS Committee Member
	Bennie Seymour & Charlotte Johnson	
	Charlotte Caple	
	Diane Kilshaw	
	Sally Hibbert	
	Jemma & Issy Colborne	
	Carys Taylor	<i>(Arrived part way through AOB so did not partake in votes)</i>
Apologies:	Kirsten Coward	SPSS Committee Member. Proxy vote Jackie Vincent
	Catherine Holdsworth	
	Emily Cuthill	
	Stephanie Fitt	
	Rosemary Attfield	
	Caroline Ward	
	Jennifer Gilchrist	
	Liz Brindle	
	Sara Glazebrook	
	Bianca Hill	
	Fran Turner	
	Rachel & Amelia Struel	Proxy vote to Chairman
	Gaby Williams	
	Angela Kember	

Item on agenda	Description	Action
Meeting opened	SPSS Chairman Jacke Mathieson, opened the meeting. She introduced herself, Jackie Vincent, Lucy Sheldrake & Phil Cole, thanked everyone for attending the 2018 Annual General Meeting of the SPSS and gave a brief introduction highlighting significant successes in 2018 (see Annex A).	

Item on agenda	Description	Action
<p>Ordinary Business Resolutions</p>	<p>The Meeting Chairman introduced the Ordinary Business and explained that a simple majority vote was necessary to pass Ordinary Resolutions.</p> <p>First Ordinary Resolution</p> <p>Lucy Sheldrake proposed and Phil Cole seconded that Abigail Owens be re-elected as Committee member (Abigail had served 3 years since her original election).</p> <p>This ordinary resolution was carried after the voting process.</p> <p>Second Ordinary Resolution</p> <p>Jacke Mathieson proposed & Lucy Sheldrake seconded that Kerstin Coward be re-elected as Committee Member (Kerstin had served 3 years since her original election).</p> <p>This ordinary resolution was carried after the voting process.</p> <p>Third Ordinary Resolution</p> <p>Phil Cole proposed and Jackie Vincent seconded that Penny Walster be elected as SPSS Committee member. This ordinary resolution was carried after the voting process.</p> <p>Fourth Ordinary Resolution</p> <p>To receive the Financial Statement and Treasurer’s Report (see Annex B). Jackie Vincent reported that the SPSS accounts are in an overall healthy state. The Grading Tours have been a major investment for the society, as has the new Grass Roots software purchase. 2018 is showing approximately the same bank balance as 2017.</p> <p>Lucy Sheldrake thanked Jackie Vincent for completing the accounts each year free of charge.</p> <p>Jacke Mathieson proposed & Lucy Sheldrake seconded that the Financial Statement for 2017 be approved and this was carried after the voting process.</p> <p>Fifth Ordinary Resolution</p> <p>The only rule change proposed was explained by Phil Cole. The proposal was to increase the charges for Prefix Registration and Extension (Rule 18) as the Central Prefix Register (CPR) who administer prefix registration have increased their charges for both registering a new prefix and extending an existing one by £5. This was voted for unanimously.</p> <p>Jackie Vincent explained that there were no Special Business Resolutions this year.</p>	

Item on agenda	Description	Action
Other Business	<ol style="list-style-type: none"> <li data-bbox="391 197 1264 656">1. Jackie Vincent asked if anyone had any questions, Diane Kilshaw asked how SPSS define and determine proof of ownership. Lucy Sheldrake & Phil Cole outlined to Diane the legal obligations of the SPSS when registering or over-stamping a pony. Lucy Sheldrake explained that all horses & ponies need to be on Central Equine Database (CED) now by law. All foreign passported ponies are currently charged at £25 for over-stamping into SPSS database (and on to the CED).As an offer to members only SPSS will be reducing this for 2019 to £20 for 2-5 ponies and £15 for 6-10+ ponies. Ponies must to under 158cm. This offer will be communicated to members. <li data-bbox="391 689 1264 1115">2. Jackie Vincent explained that the SPSS's Social Media Policy will to be altered to accommodate future needs. The Social Media Policy was developed to protect the reputation of the SPSS and its officials, it was not intended to attempt to 'police' the general behaviour of members (or past members) on social media except when they make direct or indirect references to the SPSS and its officials that are potentially damaging or defamatory in any way. Members (and past members) need to manage their own general behaviour on social media and be accountable for their actions. Therefore we will review our policy and amend it accordingly. <li data-bbox="391 1149 1264 1529">3. Lucy Sheldrake informed the meeting that there will be a change to the tour schedule for 2019. 8 consecutive days has proved too gruelling for voluntary staff and the issue of being away from home for that long has caused problems so next year will be 2 long weekends either Saturday, Sunday & Monday or Friday, Saturday & Sunday. All present agreed that this will mean more members will be able to bring their ponies to the gradings and more volunteers will be available to help run them. Dates/venues are expected to be available by the end February 2019. <li data-bbox="391 1563 1264 1641">4. Jackie Vincent & Lucy Sheldrake confirmed that SPSS will be part of the Elite Grading Tour if it runs again in 2019. <li data-bbox="391 1675 1264 2045">5. The Directors asked the meeting for any feedback about the SPSS tour. Members asked if they could have more information on the ponies presented. Bridle numbers were suggested but it was explained these are unpopular with pony owners because they ruin foal photographs. Phil Cole said that sheets showing the breeding of all ponies entered were made available on the day for spectators and the Directors explained that PA systems were unreliable or not available at all venues and so not always able to make use of this but they would bear this in mind for next year. 	SPSS Governing Committee

Item on agenda	Description	Action
	6. The meeting suggested the formation of a League / Performance Scheme to reward high performing ponies similar to WPCS. The Directors explained that SPSS Studbook Office does not have the resources to undertake the development or recording of scores but they agreed it would be a positive move. A sub-committee consisting of Penny Walster, Carys Taylor, Jemma Colborne and Diane Kilshaw was formed to discuss the viability of such a league.	Performance Scheme Sub-Committee
Meeting Concluded	Jackie Vincent thanked all present for their input & discussion and announced that the AGM was concluded.	

Annexes:

- A. Chairman's Statement
- B. Treasurer's Statement

Annex A

CHAIRMAN'S STATEMENT

It has been another great summer for British bred & SPSS passported ponies with many successes to report.

At the prestigious Hartpury Festival of Dressage, we were delighted that the title of “**2018 British Dressage 4 Year Old Young Pony Champion**” as well as the Best British-bred and best SPSS Registered pony went to SPSS passported **WfD Rossini**. “Blossom” (as she is known at home) has been produced by her breeders, Elaine and Lindsay Coleridge Smith of Windmill Farm Dressage, her dam also being British bred, the SPSS graded mare Delaroche Birthday Girl.

2018 has also seen another successful SPSS grading and evaluation tour, starting in Scotland then zigzagging down the country to finish in the South five days later. Once again, Hans-Heinrich Brüning (an international judge & breeder of Hanoverian dressage and jumping horses) flew in from Germany to join us and together we judged more than 100 gradings and evaluations. Including 31 mares being presented for grading, with 9 of them achieving a Head Studbook score of 80% or more and 2 were awarded the sought after SPSS ELITE status, as they have both competed in FEI international competitions. Both of these mares are British-bred: Vincent Jones's **It's A Treasure** was bred by Mrs Minton and competed at FEI Eventing in 2014 and 2015 with Vincent's granddaughter Emily Grace. Catherine Holdsworth's **Pepper** who was bred by Mrs D. Duncalf and is still competing at FEI Driving. In fact, Pepper came to our grading at Catherston Stud only a few weeks after becoming the Gold medal winning **2018 FEI Individual European Junior Driving Champion** in Hungary, driven by Catherine's daughter Colette; adding to the Individual Bronze they won in 2016. We were treated to a driving demonstration by Pepper & Collette in the lunch break at Catherston.

The SPSS was also one of the studbooks to actively support the new Elite Foals Registration Tour, the foals registering with the SPSS on this tour were assessed for SPSS Premiums exactly as those presented on our tour. This new initiative proved to be exciting & engaging and SPSS was very proud that the top three Sports Pony foals at the Elite Foals Final were all SPSS registered. Furthermore, all 3 were by SPSS graded sires and out of SPSS graded dams. Highlighting the fact that success at grading and subsequently breeding from graded stock is intrinsically linked to future success.

Across both tours, British sports pony breeders presented some truly outstanding youngstock to the SPSS, with 34 of them impressing us sufficiently with their athleticism, elastic gaits and modern sports type that they scored 80% or higher, thus being awarded a coveted SPSS GOLD premium. It is fantastic to be able to report that year on year we continually see the standard of the youngstock being presented improving.

Further noteworthy ridden successes in 2018 include:

SPSS passported **Midnight**, a nine year old bred by Carrie Passmore, won two international FEI Grade II Para-Dressage classes and was short-listed for GB's World Equestrian Games para-dressage team with rider Georgia Wilson.

SPSS passported geldings **Cruz** and **WFS Top Red** both won British Dressage Regional Championships. Then at the Nationals - **Cruz** (bred by Rachel Silk) was Reserve Champion at

Advanced Medium Silver and **WFS Top Red** (bred by Yvonne Wood & Sarah Steggall) and were 3rd at Medium Silver.

Again all these successful ridden ponies have both an SPSS graded sire and dam. We wish to congratulate all their connections on these truly excellent results.

So to other news. The horse passporting environment continues to be dynamic, with further legislative changes to implement and the uncertainties due to BREXIT to remain mindful of. Driven by such factors and a very real need to streamline operations to ensure sustainability, allied with the studbook's strong financial position at the end of 2017, the decision was taken to invest in Grassroots Management Database system. Moving to this system has been a goal for the studbook since the current Governing Committee took the helm, as previous systems, whilst remaining fit for purpose, were rather outdated & inefficient. The new Grassroots system is currently being uploaded & is scheduled to be fully operational in time for 2019 foal passporting.

Whilst on the topic of passporting I must mention the fact that new Minimum Operation Standards (MOPs) for all PIOs have very recently (5th October 2018) been issued. Our Studbook Secretary & Manager have both been very active in ensuring we understand these new regulations fully & are compliant. Of particular note to you our members & breeders are changes regarding foal passporting dates. Essentially passport applications for all foals born before 30th May must be received by the studbook by 30th November¹. This is a change from the previous deadline of 31st December. As is often the case with such changes, it is not quite that clear cut in all cases but guidance for members will shortly be available on our website and of course a telephone call to our studbook office for clarity is always welcome.

So to a topic which I have no option but to include in this statement. The SPSS Social Media Policy with regard to the behaviour of & possible breaches by members.

Sadly, very recently it was necessary for the Governing Committee to temporarily suspend the membership of two individuals due to breaches of our policy. These two individuals were both dealt with fairly and in total accordance with our rules. We communicated with both privately by letter and neither were named anywhere publicly by the studbook. One individual decided at this point to resign their membership with immediate effect and the membership of the second individual concerned remains under review. A third party also chose to resign their membership at this time.

Going forwards we need to stress to everyone that it is neither the responsibility of, nor is it possible for, the Studbook to police social media. There are far more appropriate organisations and authorities whose role this is and we would urge that any concerns be so directed. Furthermore, the studbook will never engage in ownership disputes or allegations of neglect, unless so directed by legal ruling. Finally, we as a studbook always have and always will follow our rules and legal guidance; we are not prepared to be pressured into decisions or actions by those engaged in longstanding personal vendettas.

¹ Post meeting note - passport applications for foals born after 30th May must be received within 6 months from their birth

Annex B

TREASURER AND COMPANY SECRETARY'S STATEMENT

Company Secretary duties

- 2017 Accounts filed with Companies house on 30th September 2018.
- 2018 Accounts due to be filed with Companies house by 30th Sep 2019.
- Registered Office unchanged and is still: The Stables, Higher Farm, Limington, Somerset. BA22 8EG (changed on 20th February 2016).
- Annual Return completed for Companies House 28th September 2018 confirming the current Directors & Company Secretary:
 - Jackie Mathieson - Director
 - Lucy Sheldrake - Director
 - Jackie Vincent - Director
 - Jackie Vincent – Company Secretary

Treasurer statement

2017 Accounts:

Balance Sheet:

At the end of 2017 SPSS had £8,867 net funds in the bank account, which is a reduction on of £2,268 from the 2016 net funds of £11,136.

Whilst this is a reduction on the previous year, this is still a healthy balance of considering the extensive investment of the studbook on the 2017 grading & evaluation tour.

Profit & Loss Account:

Whilst revenue in 2017 of £22,880 looks very similar to 2016 (£22,887), it was actually an increase in real terms but there were several significant unpaid debts at the end of 2017 that were not paid until 2018 relating to the stallion brochure which is produced in December but also to the grading event held in October.

Costs increased in 2017 to £25,148 from 2016 (£22,668), some of this was due to the necessity to replenishment fairly expensive stationery stocks required for passports and there were some increases in costs generally for running the studbook such as, event insurance, postage not only for passports but the newsletter, which is a fairly heavy investment for a small studbook.

There were no significant 'one off' costs that were incurred in the year, but the event insurance of £755, whilst it is an annual cost, we ensure this covers two years events by timing our events accordingly.

So overall there was a reduction in net funds in 2017 from 2016 of £2,268, however, had all debts been paid by end of the year this would have been a break even position despite increased costs.

This has meant the Society is in a relatively healthy financial state after three years of grading and evaluation tours (2018 being the fourth year).

Costs are very carefully managed and all expenditure is assessed before a commitment is made by the management team, particularly so when undertaking the 2017 grading tour. The income from the tour does not cover all expenditure incurred we believed it was important to our Members to take SPSS grading & evaluation tour on the road, to meet more members and to evaluate more ponies or the society would simply not progress.

We are satisfied with the level of revenue we have received and appreciate our members have to be very careful how they spend their income, we have tried to keep our prices competitive despite knowing that they do not actually cover costs.

Our prices are considered to very competitive compared with other societies but at some point we may have to revisit some areas again to ensure they are sustainable.

2018 Accounts:

The 2018 Accounts are not due to reported on in this AGM as it relates to 2017 and the 2018 accounts are usually finalised later in January 2019 (and reported to Companies House by September 2019).

The net funds (bank balance) is expected to be very similar sum at the end of 2018 to that at the end of 2017 indicating the society is in a stable financial position (i.e. approximately £9K), this is also after the studbook has invested heavily in Grass roots software, in order to improve our processes and ensure our continued compliance with Defra. The software investment & training was £3354, so a considerable investment.

2019 Look ahead:

SPSS intend to undertake a 2019 Grading Tour provided there is sufficient demand and the cost of doing so does not affect adversely affect the society.

We also intend to look for ways to increase the financial resilience of the society by looking for funding/sponsorship from third parties.