

Minutes of the TREC GB Meeting

Held on Sunday 13th April 2014, 2p.m at Knutsford Leisure Centre

Present:

MW Mary Weston, Steering group (in the Chair)

Peter Bean (Minutes)

HM Helen Martin (Steering Group)

Lorraine Owens (Steering Group)

Lynn Davies (Red Kite)

Jacqui Kedward (Red Kite)

PL Polly Lloyd-Owen (Steering Group)

Jane Williams (TREC Riders Association, Cymru – TRAC)

Cath Cromarty (Competitions Advisory Committee – CAC and TRAC)

Trish Donnelly (Central)

Jill Perry (East Anglia)

Karen Waite (TREC Scotland and Steering Group)

Wendy Taylor (TREC Scotland)

FT Fiona Thurnell (White Horse)

Lynne Mabbitt (Development Squad)

Jane Scott (CAC)

Jenny Snowdon (East Anglia and Steering Group)

Gina King (TREC South West)

Julie Brand (TREC South West and Steering Group)

Diane Richmond (Bowland)

Carolyn Hird-Rogers (Bowland)

Marlene Rally (North East Scotland – NEST)

Rosie Still (NEST)

Paula Bean (CAC)

by phone – Amanda Marfleet (South East TREC)

Apologies: Marion Hayes (White Horse), Diane Skinsley (new Wilts/Glos group), Joy Taylor (South East TREC), Ali Large (South East TREC), Julia McHugh (Bowland), Izzy France (TRAC), Maxine Nixon (Red Kite), CAC members: Lorna Holden*, Katie Morgan*, Mark Kendrick*, Helen Manns*, Vanessa Warren*, Anne Bolton* [*Have offered support and help if required]

All those present were asked to refrain from putting anything onto 'Social Media – Facebook, Twitter etc.'. The minutes will be produced as soon as possible and then published if a website has been produced and emailed to all who had responded to the invitation to the meeting.

Introduction by MW:

"A number of Treccies had become disillusioned over the last few years with the way TREC was going. A few of us had attempted in various ways to improve things but suggestions had apparently fallen on 'deaf ears'. At the Championships last year I spoke to a number of people and following that invited 8 people from different geographical locations and different areas of the sport to a meeting near Monmouth in October.

We set up a Steering Group and called it 'TREC GB'. We wrote to BHS telling them we were there and offering to help promote and develop TREC. We hoped and intended to form a democratic body, based on and accountable to the TREC Clubs to run the sport.

On 5th February the BHS Board of Trustees decided to give up TREC and Lynn Petersen rang me to tell me that the BHS hoped that TREC GB would take on the sport and that Sarah Phillips would liaise with us and give us help. On 19th February 4 members of the steering group met Sarah Phillips, had discussions and agreed a 'handover date' of October 1st 2014.

The Steering Group has continued to meet by conference call to prepare for and call today's meeting at which the first formal and democratic committee of TREC GB will be formed and the initial structure and programme of work to take over the running of the sport will be identified."

Mary read items from the Minutes of Meeting held between the BHS and TREC GB on 19th February [*copy can be found at the end of these minutes.*]

The Meeting commenced:

Before the commencement of the meeting FT challenged the length of the Agenda and time frame – she believed this to be unachievable. MW informed the meeting that the Agenda had been circulated in plenty of time and nothing had come forward regarding this.

1. Name of the Sport – Suggestions so far:
 - a) BHS TREC
 - b) TREC- **with a vote of 6**
 - c) British TREC-with a vote of 8 was agreed**
 - d) UK TREC – **with a vote of 3**
 - e) Le TREC
 - f) any other – no other suggestions made

Discussion took place as to the name of the Sport at Regional/Club Level and as indicated above. It will be known as British TREC, with TREC GB the Governing Body.

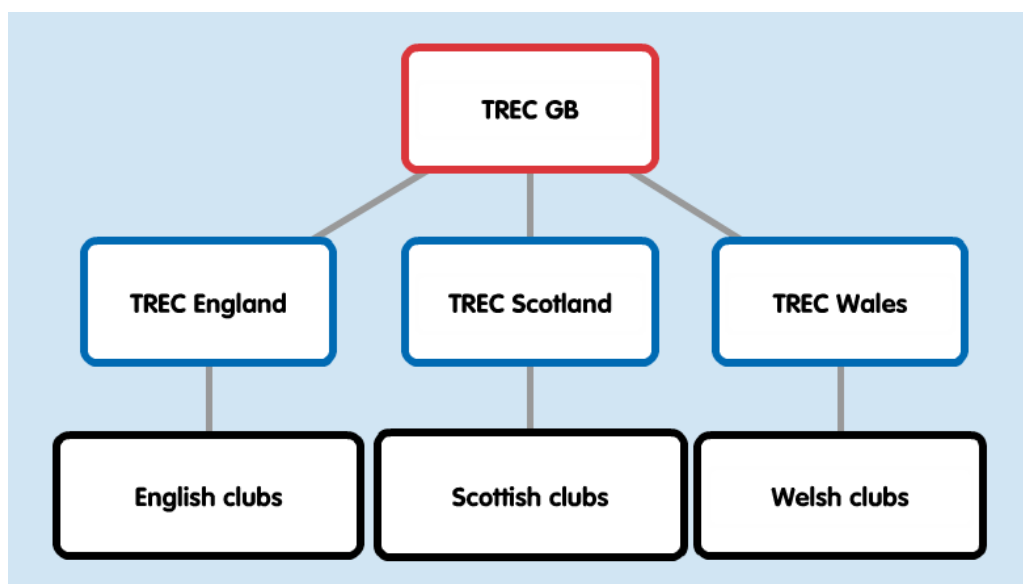
2. Type of Organisation – as paper '*choice of company type*'
 - a) Company - A company limited by guarantee (governed by Memorandum and Articles of Association)
 - b) A charitable incorporated organisation ('CIO') – a new form of legal entity designed specifically for charities**
CIO – a vote showed 20 in favour with 2 abstentions.

A CIC was mentioned and this is to be looked into for the future.

It was noted that it would need to be registered separately in Scotland.

Constitution to be decided by TREC GB committee and ratified at General Meeting

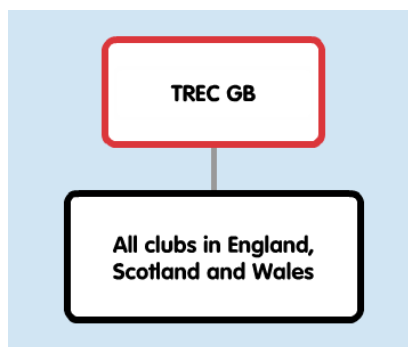
3. Structure – as paper '*structure proposal*'
 - a) Option A



Each country will have its own elected committee, this should be made up from the different clubs, but each country will have to decide what works best for them and how the committee is setup, ie numbers, etc. Each country will therefore make its own decisions on competitions etc. British championships will run on a 3 year cycle with each country's committee being responsible for it when it is their country.

Each country's main committee will then feed into the umbrella club – TREC GB which will be responsible for rules, FITE membership, insurance.

Option B



Every club sends a representative to sit on the TREC GB committee. Everything is run centrally with no independence for the separate regions.

b) Option B – was discussed

Geoff Bligh had sent email: "I favour Option B. Option A looks like a recipe for Babel. There are just too many committees / representatives"

Joy Taylor had commented: "I would choose option B at this stage – additional layers could always be added in the future if needed."

Option A was the preferred choice of the meeting, with a proviso that it be reviewed in 18 months as still being the most efficient and effective method. A vote showed 22 in favour, 2 against with 2 abstentions.

4. Committee – also as paper '*structure proposal*' – see below

a) Size – Discussion took place on 'how many members should each country have' – suggestion was '2 for Scotland, 2 for Wales, 4 or 5 for England'. No decision made – each country to suggest (when it has been elected by the Clubs) how many it should have on the umbrella body.

b) Method of selection of committee members – there had been a suggestion that representation should be based on 'regions' rather than 'clubs' and the following had been suggested by South East TREC:

2 from Scotland, 2 from Wales (north Wales and south Wales), 7 from England – NE, NW, Central, East Anglia, SE, South and SW.

As an exercise club representatives had been asked today, before the start of the meeting, to highlight on a map the area their club membership covers. From a quick look at these Mary reported that all areas are covered by the existing TREC Clubs except for Northumberland and Durham and that the Clubs roughly correspond to the regions suggested.

c) Mode of meeting (face to face, conference call, skype)

d) Frequency of meetings

It was proposed that the Steering Group should continue as a Caretaker Committee to allow the Clubs to nominate and elect representatives to form a new Committee. The Clubs have been given until 30 June 2014 to carry out this task and after such time the new Committee will work with the Steering Group to effect a smooth transition. It is anticipated that the elected committee will take full responsibility by 31 December 2014. The new Committee will resign en bloc at the first AGM and be replaced by representatives to serve for a 3 year term (with one third resigning each year). A vote showed 16 in favour.

From this decision the Caretaker Committee were given the Authority to decide points b) to d) as above.

5. Membership and definitions

- a) Club
- b) Club Member
- c) Individual with 24/7 insurance
- d) Individual with Event insurance only
- e) Supporter Member (non riding) - judges, helpers etc.

HM introduced and explained the following paper which had been tabled:

Membership Types and possible suggested costs

Clubs of TREC GB	Insurance cover		Levy
Club taking Insurance through TREC GB	Up to 15 events per year		£400 p.a.
Club not taking Insurance through TREC GB (is a BRC or sourcing own insurance)		Already covered for events	£100 p.a.
Club Members also requiring 24/7 public liability insurance	Liability cover for own horse(s) at all times	Comparable to BHS Gold Membership cover	£10 per head (paid by club to TREC GB)
Club Members not requiring 24/7 public liability insurance	Liability cover when taking part in TREC GB events	Comparable to BRC cover for events	£2 per head (paid by club to TREC GB)
Non Riding Members	'Employers liability'	Judges, supporters etc.	Free
Non Club Members of TREC GB			
Requiring 24/7 public liability insurance	Liability cover for own horse(s) at all times	Comparable to BHS Gold Membership cover	£30
Not requiring 24/7 public liability insurance		Already having insurance e.g. BHS Gold Members	£10
Non Riding Members	'Employers liability'	Judges, supporters etc.	Free

After long discussion the meeting agreed that more work needed to be done to rationalise the requirements of the above, therefore the Caretaker Committee will investigate further (including canvassing the opinions of as many members of the TREC community as possible) and produce their findings. The figures on the spreadsheets are only a guide at this time to give comparisons of the type of membership.

6. Finance – see papers '*Finances and Finance Assumptions*'- appended to the minutes.

A draft budget is shown but it became apparent that more details need to be added and investigated. The Committee will investigate a more detailed budget. The Financial Year is to be agreed by the Committee.

7. Update on FITE membership – Mary read item 7 from minutes of Feb 19th meeting with Sarah Phillips then asked PL to speak. PL has started negotiations with FITE on behalf of TREC GB. It is early stages but she is confident that we can achieve membership through negotiation and providing the necessary fees and criteria to FITE. Updates on this subject will be provided when we have more information.

8. Any Other Business – notified by Friday 11th April
 - a) Winter Series – It was agreed to continue the Winter Series as this was a valuable source of revenue for clubs. The current sponsor has now withdrawn and sponsorship is being looked into. Possible ‘Your Horse’ Sponsorship may be forthcoming and is being investigated further.

 - b) Championships 2015 – i) Venue (Country). Scotland are willing to host this in 2015 and details will be announced at the 2014 Championships.
ii) Qualification in 2014 (After Champs) – It was agreed that no 2014 event qualification, following the Championships, will be carried forward to 2015. The qualification system will be reviewed with consultation and results published ASAP. A ‘wild card’ provision may be introduced for winning competitors at events taking place in September 2014 if this is thought necessary.

 - c) Part time admin person - this was agreed – 16 votes in favour. A part time Admin person, under a self employed status, would be advertised and put into place as quickly as possible. Brief for admin post, how it is to be funded initially and when and where it is to be advertised were delegated to the Caretaker Committee.

 - d) Website – A domain has been purchased (www.trecgb.com) and will start to be used immediately. Steve Moulton has offered to build the website, and the Caretaker Committee will develop that in the short to medium term. In the meantime a very simple page will be set up in order to communicate with the TREC community (publication of meeting minutes, etc).

 - e) Publicity – Amanda Marfleet has offered to handle publicity.

Mary read out a final statement from Joy Taylor *“I hope that the meeting is successful and constructive and at the very least agrees a structure so that we can get on with appointing our representatives who can then really get the ball rolling. Thanks for everything you and the rest of the Steering Group have done so far and let’s hope that this is the start of something which can really take Trec forward in the UK”*, echoed those sentiments and thanked those present for their attendance and participation.

The meeting closed at 5.15p.m.

Minutes of meeting between TREC GB Steering Group and BHS representatives

19th February 2014, Shrewsbury

Present

TREC GB – Mary Weston, Lorraine Owens, Polly Lloyd Owen, Helen Martin

BHS – Sarah Phillips, Laura Sanger

1. Background

Viability of TREC has been looked at over a period of time, CAC was asked to look at ways for TREC to make less of a loss (→ Rider Licence and increased affiliation fees) and to increase participation (no suggestions forthcoming) → decision made to drop TREC

2. Are BHS running qualifiers and Championships for 2014?

Yes. Championship date and venue to be released this week.

Riders holding qualification from last year do need to buy a Rider Licence.

3. Are BHS running a League for 2014?

No reason why not, but it would finish at the Championships (not the end of the season).

Riders must buy a Licence to be entered into the League.

4. Would BHS consider dropping the Rider Licence?

The original CC suggestion = introduce horse licence. 'Horse licences not feasible for TREC' so chose Rider Licence instead.

Wouldn't be a surprise to the BHS if it makes the number of people competing this year decrease.

5. Do the BHS envisage continuing to run the Winter Series?

No. Kelly Marks has been offered the chance to run the series herself but has declined. Her sponsorship deal will end at the end of the 2013-14 winter season. BHS will not be running a Winter Series in 2014-15.

6. International squad for 2014

Team will go to Italy (assuming that riders meet the criteria).

7. FITE membership and rep, etc

Sarah is FITE rep. BHS are intending to stay as the NETO and will pay the FITE fees, because of the 'exams that the BHS runs'. When asked how many people were qualified under the FITE system (20/200/2000?) – 'nearer 200 than 20'

FITE meetings consist of a pre-meeting that talks about TREC, about 2 hours long. Any decisions made by that meeting are endorsed (rubber-stamped) by the main meeting and 'the rest of the day' is spent talking about equine tourism.

BHS line – if you can get FITE approval for TREC GB to send a rep in addition to the BHS one then fine, but the BHS will not relinquish their membership of FITE.

Sending international teams – only FITE members can send a team. BHS will not endorse a team that they have not selected. Sarah Phillips will speak to Herve about TREC GB taking on the British team nomination and support, whilst not being the awarding body for the exams. Her speculation is that this situation would lead to both organisations paying the full FITE membership fee.

8. Competitions Committee

Will be disbanded at the end of this summer season.

9. Paperwork, Rulebook, etc

Rulebook and all associated paperwork remain the intellectual property of the BHS.

SP - 'We assume you will want to start again with a new Rulebook, we've had loads of complaints about it' [HLM comment – whose fault is that?!!]

10. Contact list

Offered to send out a communication written by TREC GB to the distribution list that received the letter from Lynn.

11. Structure of TREC GB

Not communicated to the BHS yet because we have not yet decided ourselves, as we want the sport to be democratic and accountable.

[CC E Midlands rep – self nomination of person to CC then accepted or not by the CC itself. CC membership listed on the website, as are requests for nominations.]

12. International judges

BHS were unaware that no GB judges are listed on the FITE website.

PL-O is a listed Trainer of International Judges, so has offered to train people (esp to revalidate those people whose qualifications have lapsed).

Only 2 people per country can be trained to be International Judge Trainers per year, and the qualification lasts 2 years. Dot Still has already requested a place on the next course (to be held this year) to qualify as a Trainer of International Judges. PL-O asked to be added to that course to re-validate her qualification.

13. Financial

Income – also sponsorship.

Outgoings – insurance [Insurance – 2 parts (members are insured for themselves, and the organisers are insured for the events they run, which is then extended to any officials and TD for that competition)]

Competitions this year – groups that are not affiliated BRCs can run affiliated and unaffiliated levels but would need at least 5 affiliated riders per level (aggregated across all levels). Fewer affiliated entries than that would lead to the event insurance being cancelled.

14. BEF membership

Not required as a step towards FITE membership.

15. Timescale

TREC GB will now call a meeting for the TREC clubs, looking for the organisation to take the sport over from 1st October 2014. BHS will cover insurance, etc for any competitions run in September and TREC GB can choose to recognise any rider qualifications from them if they wish to.

Assumptions that Finances Spreadsheet (Draft Budget) is based on

Clubs:

5 clubs will be club members taking their insurance via TREC GB

Each of these clubs is assumed as having 50 members taking 24/7 liability insurance via TREC GB

5 clubs will be club members NOT taking their insurance via TREC GB (these are assumed to have no members taking 24/7 liability insurance via TREC GB)

Competitors/People:

ALL members of TREC GB Clubs will be registered as individual members of TREC GB (no need for duplicate joining)

In addition to members of clubs detailed above, we have assumed 100 individual members of TREC GB. 75 of these will take 24/7 insurance and 25 will not take 24/7 insurance.

Events:

30 summer competitions and 30 winter competitions over the course of 12 months. Each summer competition has assumed 50 riders.

For budgeting purposes, we have not included any income from up front event fees for events run other than by Clubs in the income calculations. This is because it is too difficult to predict the expected number of these competitions (and it is likely to be a very small number).

For budgeting purposes we have not included any income from winter events nor any direct costs for winter events other than insurance. It was too difficult in the time allowed and the excess of income over expenditure is likely to be small.

Rosettes have not been included in the calculations.

Fixed costs:

Admin support has been budgeted for based on one person working 1 day a week, with an equivalent full time salary of £20,000pa.

OUTGOINGS		Fixed costs	Variable costs	TOTAL OUTGOINGS
Admin time		£4,000		
Website		£50		
Employers L Ins		£159		
Members Insurance	£15/member		£1,272	
Event Insurance	£20/event		£1,060	
Maps £100/event (assuming 50 riders)	£1 per map, 2 maps/rider		£3,000	
Total		£4,209	£5,332	£9,541
INCOME				TOTAL INCOME
Membership				
Club Levies	£400 per club		£2,000	
Club Levy without insurance	£100 per club		£500	
Club member with 24/7 insurance	£10/member		£2,500	
Non Club member with 24/7 insurance	£30/member		£2,250	
Non Club member without 24/7 insurance	£10/member			
Competition Fees				
Event fee	£30/event		£900	
Rider fee assuming 50 riders/event	£3.50/rider		£5,250	
			£13,650	£13,650