

# Leighdale Equestrian Centre Committee of Management



## Meeting details

<b>Meeting title:</b>	Committee of Management
<b>Date:</b>	26 <sup>th</sup> March 2025, 7.35 pm
<b>Location:</b>	Leighdale Equestrian Centre

<b>Attendees</b>	<b>Title</b>
Rachael Black	General Comm
Kirsty Blake	GDCD
Kate DiLecce	Assistant Secretary/Barwon Hunt
Frank DiLecce	Barwon Hunt
Tanya Goldsworthy	General Committee
Emma Judge	Inverleigh Riding Club
Tom McCann	President
Diane Lang	Vice President
Alicia Mummery	Secretary
Mark Mummery	Treasurer and Maintenance Officer
Anna Treloar-Tanner	Leighdale Pony Club
<b>Apologies</b>	<b>Title</b>
Emily Grisby	Casual User
Pixie Heath	GDCD
Diane Lang	Vice President
Suzanne Mowat	Inverleigh Riding Club
Kat Schneider	Golden Plains Shire

## Opening/apologies

### Minutes of previous meeting – 26<sup>th</sup> February 2025

#### Business arising from previous minutes –

External Lighting MM spoke to Jason, getting another quote

Accounts Outstanding – done

Outstanding Events Accounts – all paid except PC October event. AM to send account to RB

Website and Booking System Update FD making changes to website. Need more content on descriptions of clubs. Asked for clubs to check info is up to date.

## Leighdale Equestrian Centre Committee of Management



Space to co meeting tomorrow, FD to join AM on that. AM querying how much of our database do we want to share with them? Agreed that we should not share info up front. With indoor bookings, link it to their email

Weeds/maintenance of ménage arena – Spray booked in for next week. Spoke to Matt, has a bobcat with rotary hoe on front. Used to do it regularly and is going to give us a quote for doing it. Alternatively harrowing might do the job once the weeds have been sprayed.

Schedule for harrowing (dry weather, lack of water) float valve was getting clogged, once cleaned out the dryness issue appears to have been solved and arena was great on the weekend.

Arena Entrances – KB's person will do the one entrance in May.

Shipping Container – haven't heard back from council. AM to follow up  
Horseshoe latch on indoor entry gates – follow up with DL next meeting

**President Report** MM did a good job getting the bullcock fixed. Buggy radiator hose has gone, spoke to Geelong Rural who are happy to look at it for free. TM going to lend one to keep the maintenance of the indoor. TM to bring out a tag to put on if there is a problem with the buggy.

### **Treasurer Report** Attached

RB asked that bank statements be attached and circulated. TM suggested given the confidentiality we opt for a "right to view". MM to print statements and bring to meeting for view.

### **Secretary Report and Booking Officer Update**

Asset register was submitted to council not all home user provided information.

The Alarm at the club house went off on Sunday night 9<sup>th</sup> March, upon arrival Mark found one of the toilets had been left open, and disabled toilet door wide open to the club rooms which we suspect had set the alarm off, can we please ensure that all doors are secured properly. TM to draft a letter to all clubs.

If we can please ensure that if bring stuff to the equestrian centre that permission is granted from the committee, and it is stored in your own area i.e. shed not dumped out in the open for the public to see, it's becoming an eyesore.

If we can also do our part in cleaning the grounds, I went up on Sunday to check everything over for this week's booking, I checked over the toilet which were average basins where dirty and there was rubbish in bins in both male and female toilets. So again, I spent time cleaning yet again. Also discovered the mower hadn't been turned off and now it is dead,

We have a four-day event this weekend so some of us will be setting up on Thursday morning. They have also rebooked for November as well.

We will be implementing a Code change on all codes. AM will email all home user groups.

## Leighdale Equestrian Centre Committee of Management



Website- Frank has been making subtle changes over the course of the month with new tabs just waiting on information from club's email sent out asking for more information.

Space to Co – it's getting closer every day to be implemented, it has been time consuming, having the time to do the training is proving difficult at the moment. I am doing my best but at the end of the day I'm a volunteer too.

**Casual Users** – had a few people complain about where folks are parking and one left onsite. Hence my fb posts addressing the manure issue.

Had 8 indoor bookings which is still a marked improvement since before the Feb special so may have found the happy medium perhaps?

Had a few people book, not turn up and want to rebook the following day with has meant I had declined other bookings. I have been extremely forgiving allowing a rebooking to occur but this does shortchange our committee so I'd like to implement the indoor policy as it stands with no rescheduling etc - I'll do a fb advert highlighting the policy again.

I do believe MANY people are coming onsite and not using the QR code. Both casual users, instructors etc. Do we go back to booking your use of the venue to iron this out? I'm not sure there is an answer. It's really just a lack of respect to the committee in folks not doing it and I'm a bit tired of the 'excuses' people have to offer when they are caught out not complying.

We have had 7 new casual users since the last meeting

**BH Report** – Starting to get ready for the hunt season. We have our hunt training day at LEC next weekend and have a few booked in already.

**BTRC Report** -

**GDCCD Report** – nothing to report no rallies at the grounds since last meeting.

**LPC Report** – if some of the rails on the indoor can please be changed to be removable slip rails to make it easier to put jumps in and out of arena. TM to contact Tristan for advice. Wash bay has a leak.

**IRC Report** - Thanks to Mark for trimming the trees. Are we planning on moving the dressage arena around the indoor? Is there a long term solution? KB had put them there for the grand opening. Thoughts on this for next meeting.

**Grounds Maintenance Update** –

- Arenas Have been organised to be sprayed next week.
- As dressage arenas have been setup on the back arena, the back arena WILL NOT be harrowed until all dressage arenas have been removed.
- The Fire Pump was tampered with. The black hose was found partially submerged in the water jump. The pump had lost its prime due to persons touching the pump. \*\*\*\* Just remember this pump is not ours as the committee rejected a quote supplied to purchase our own pump and accessories. Tom has loaned us one of his pumps so I can get some of my work done. So if you don't know how to operate it DON'T TOUCH IT. Its not



that hard.

- I attended to a Security Alarm activation on Sunday the 9<sup>th</sup> March late at night. I found the door between the disabled toilets and the clubrooms and the toilet door wide open. Make sure all doors are closed before leaving.
- We located a vending machine dumped outside the clubrooms. It has been moved to the scrap pile. Please don't dump your rubbish at the grounds.
- If anybody wants to add items to the grounds it must be approved by the Committee of Management.
- We recently had the Ride on Mower fixed. Due to persons touching and leaving the key on the battery is now flat. **Please remember to respect all equipment owned by the grounds.**
- The office has stuff dumped in it. Please don't store the trolley and BBQ as this is an office not a dumping ground. Also there is a table missing out of the office.
- If you move any items from one room to another please return the items to where you found them.
- The indoor arena was dry. The matter was investigated and found that the float valve was blocked. This problem was immediately rectified.
- Just remember if you don't know how to use it, I am only a phone call away. People are breaking and stuffing things up and costing the Committee money. If you don't know how to use it **DON'T TOUCH IT.**

Just remember we are all volunteers here.

ATT – mentioned star pickets and other hazards around the property. AM asked that she report any to Leighdale.

RB feels the maintenance report is very negative. The audience at the meeting is not necessarily the right one.

KB People should be able to come and use the venue and not tidy up on arrival.

AM kitchen and toilets are better than they used to be.

FD suggested photos on where things should be, AM is going to include these in the procedure manuals.

## **OTHER BUSINESS**

Removal of old speaker tower near back arenas and removal of tap and moved to sand arenas – if BTRC are happy to pay then they can both be done.

RB we need to make a top three priorities for maintenance. Currently Lights, extra storage, wash bay improvement.

RB moved a motion for additional taps for the wash bay. \$1,500 budget

Approved

## Leighdale Equestrian Centre Committee of Management



KB the fence around the club rooms. RB to prepare plans for MM to get quotes to discuss at the next meeting.

KB complaint about parking in non parking areas. Should we allow exceptions? No, the rules are there for a reason. TM please put a post up parking in the right place.

Meeting closed at 8.56pm

Next meeting 30<sup>th</sup> April at 7.30 optional zoom