

Leighdale Equestrian Centre Committee of Management MINUTES



Meeting details	
Meeting title:	Committee of Management Meeting with Council
Date:	25 October 2023
Location:	Leighdale Equestrian Centre

Attendees	Title
Tom McCann	President
Kirsty Blake	GDCD
Kate DiLecce	Minutes Secretary/Barwon Hunt
Tanya Goldsworthy	Leighdale PC
Emma Judge	Inverleigh Riding Club
Diane Lang	Vice President/BTRC
Alicia Mummery	Secretary
Mark Mummery	Treasurer
Jennifer Redsell	Leighdale PC
Lee Anne Rigby	Casual Users
Jaimee Thomson	Inverleigh Riding Club
Apologies	
Rachel Black	General Comm
Pixie Heath	GDCD

Subject
<p>Opening/apologies</p> <p>Welcome to the meeting from TM.</p> <p>Changes to the minutes from the previous meeting 23rd August</p> <p>LAR Change “most agreed” to “all agreed”</p> <p>LAR Had raised the buy a board campaign which had been omitted from the minutes.</p> <p>Extra meeting minutes JR and TG had been asked about PC needing special requirements with regard to cross bracing should read that they don't know of any.</p> <p>LAR said the product is guaranteed for 5 years and does not need to be watered.</p> <p>TM nominated, AM passed, all agreed</p>
<p>President's report – concern about Leannes self nomination and take a vote for casual rep position. LAR happy to accept her nomination. No minutes yet from council. JR nominated LAR, voted on, carried.</p>
<p>Treasurer's report attached. Parker was for spraying.</p>
<p>Correspondence – should user groups be corresponding directly with secretary. AM has requested that after the AGMs all user groups tell her who is who so she knows who to deal with.</p> <p>Forms have not been received from most home user clubs, only received two. Asset register is not up to date. GDCD have completed all forms and would like them to be lodged with council so their assets are covered. Correspondence moved EJ, carried.</p>
<p>BH Report – This is a quiet time of year for Barwon. We have a walk only trail ride this coming Saturday</p>

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and we have the auction dinner on 18 November. We have moved our Christmas breakup from Leighdale in December as we felt it would be a shame to not be able to drink but will have a Christmas ride at the facility on 2 December.

BTRC Report New membership starting, Two dressage comps 4 November and Golden Spurs in March. AGM next week.

Booking Officer Update AM got an email with regard to working equitation in November Wed-Sat. Said hiatus on bookings for now. Discussion on are we continuing the hiatus. KB suggested we respond that we are unable at present. AM to respond accordingly. Agree to continue status quo until year end.

When a home user has used their set amount of dates for the year should they be charged for an additional day.

JT suggested that it be put on FB page that set up is being done but the facility does not need to be closed. JR stipulated once jumps are set up for an event then closed to users.

Casual Users – LAR hasn't done anything thus far

GDCC Report – Haven't been to the facility since last comp. This weekend have a two day event. Propose to remove all dressage arenas to set up a 100 x 40 dressage arena, probably on Friday after 5.00pm. That will allow them to harrow better to get rid of the ridge lines. **It was agreed as a committee that they will leave the arena hardware to the edge of the arena to allow for the arena to be harrowed properly and for BTRC to set up for their comp the following weekend.**

In February, would anybody like to run canteen? Fri, Sat Sun 16-18th. Basic canteen only. IRC going to take it to committee. If they don't take it, BH may be able to do it.

LPC Report –

LPC are very happy for the grounds to mount their TV in the club rooms for all to use (@ grounds expense).

Old x country jump is dangerous and needs to be removed. Other jump may need to be moved due to indoor. To be discussed when RB is at next meeting.

Concerns on maintenance; holes where witches hats are, the stability of the trench, back arena sprayed, concrete in middle of sand.

If a club pays fees in advance, or provides money, are there any benefits and what would be the advantage to the club and to the grounds.

LPC no longer requires the November date to run their horse trials.

Request has been forwarded regarding the completion of; asset register, forecast of members, renewal form. Concerned about the condition of the items listed above.

IRC Report - Not much to report from us this month. We had a reasonably well supported rally despite the heavy showers in the morning, a good final rally to end the membership year. As we will be holding our AGM next month, this may be goodbye from us, but we wish the committee all the best for the future. Thank you, Emma & Jaimee.

Grounds Maintenance Update –

Routine Maintenance is on going. Here most weekends cleaning and mowing.

Currently dropping some tree branches which could pose a risk to riders.

Slashing has been completed.

Spraying has been done.

The water jump is being topped up as required and seems to be getting a fair bit of use.

Still waiting on council to fix the electric gate.

Disabled lock, can't give the code out because you can go in but if someone opens the door into the clubrooms and set off the alarm. AM spoke to Council last week and Simone requested photos and she will get it changed. If it has not been fixed by next month's meeting we will take matters into our own

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hands.

Council are going to take away building rubbish, AM to ask about concrete in arena. MM to scrape it up.

OTHER BUSINESS

Deena Peters Memorial Update – seat has been done. KB emailed Sefton to see what Deena liked and he said roses. He was very happy that we had gone down this route. He said they are doing as best they can. KB looking for an appropriate tree, suggested a banksia rose. AM suggested a standard camelia tree which has grafted roses at the top. AM discussion re placement. JR suggested KB ask Sefton if they have a place that it might be better to be or not be. TM suggested we make a decision and put it in and go from there. KD recommended to not put a tree in until after summer. **KB suggest we put staining the bench on the list of jobs for next working bee.**

Copy of all correspondence in and out to read prior to each meeting or printed copy to be given out at meetings – AM printed out today, LAR wants to have it clarified about the miscommunication from council. **AM to bring each month**

Roles and responsibilities of committee members – AM and LAR to discuss LAR's role and responsibilities and to set her up with Casual user email. Casual users have their own email.

Booking System – Council have their own booking system AM to see if it is relevant to us. The one LAR suggested is too expensive, says there are cheaper ones. Council system would be at no cost. TM suggested we look at both. **KB suggested we wait till AM has run this through Council.**

Treasure report to be detailed and a printed copy for members to read prior to approval at meetings - LAR can we see stuff beforehand to keep an open book system. Happy for it to be printed and circulated at the meeting. TM discussion that approval process is in place to prevent fraud, Di and Mark are both signatories,

Discussion / Statements what's to be recorded in minutes – KB the volunteers are doing a good job and there are some good resources available. JR at the bottom of the minutes would like a to do list. Highlight motions? TM additions to rules and bye laws. AM council have asked to have a meeting with regards to governance. Sophie to be involved. Hold off making a decision until after meeting.. LAR can we have byelaws updated. JR the rules are there to protect us.

Replace fencing around the seating area outside the clubhouse – Quotes received, Post and rail 35 metres, \$3,960. MM propose a motion that we spend \$3,960 to replace the fence. TM is concerned that is it financially viable? AM had another quote for 19m of cyprus pine 2 rail between existing steel post \$4,200. **TM suggested we pull it down and put bunting up between the posts. It was agreed as a committee to get another quote from Matt to install a two rail fence.**

Gate – Reason why it is a contentious issue. Council not happy with current contractors as they want to put a new gate in which the Council doesn't want to happen. They did not know that the contractors were coming on site and the barrel lock had been illegally removed and a new lock put on there. Discussion about whether the gate should be locked when people are inside.

User Group Responsibilities – Please after using grounds make sure the arenas are harrowed, poop scooped and the clubrooms cleaned. AM received two messages from people who wanted to remain anonymous that the gate code was given out to all their members and this should not be done. AM spoke to the club and hope it wouldn't happen again. Discussion on harrowing and maintenance that home users should be doing. **Agreed as a committee that all arenas should be harrowed after each use. To be revisited next month.**

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Surface – TM spoke with Ben to try to move along. Council felt that the last motion wasn't majority supported, contentious issue is the seven day extension at the meeting. Council's position they will put in a sand surface and sprinklers from the roof of \$116,000. Includes no fencing. No charge to us. Procurement is not a tender. If we can give him a direction of the surface we want without a provider. Worried about lack of respect for our decision. If we can make a strong motion of the surface we want. LAR clarified system vs surface. Council have had contact from our members, TM spoke with Ben. KB who is their expert who has been to Woody and looked at an outdoor surface. TM they stated this is contentious for them, they feel there is discontent on what we want. Discussion about fencing and surface options. **KB moved the motion that we go with council's recommendation that we go with the sand surface as currently in use at Woody Yallock and endorsed by council. Voted and majority agreed.**

LAR moved a motion that we ask for sand that can have fibre added to at a future date. Second motion defeated.

Meeting closed at 9.58. Next meeting on 29 November at 7.30pm