



# TASMANIAN EQUESTRIAN CENTRE

## **Minutes TEC Board July 2<sup>nd</sup>, 2019**

**Present:** Nicole Brown, Kate Cawthorn, Jo Fish, Andrea Watson, Karen Allen and Rochelle Finnerty

**Apologies:** Linda Lonergan who has resigned from the role of Casual user rep and secretary effective as of 2/7/2019

**Confirmation of last Minutes:** Amendment needs to be made to the date on the last minutes the correct date should be the 14<sup>th</sup> May 2019. The Harrows in that last minutes referred to as Show jumping Harrows should be referred to as Grass Harrows. Moved A Watson and seconded J Fish

## **Business plan**

Business plans – Have been received from all user groups these will now be included in the overall TEC business plan that is being prepared with the assistance of Peter Edwards.

## **Lease.**

Tec still have nothing firm from Council in relation to the new lease. Kate and Andrea have still been meeting with council and Archery in relation to this. The last meeting included Tim Williams and Narelle Rowlandson and discussion was had in relation to the Tec boundaries. Archery require a 80m buffer zone which may affect some of the cross country course and there may need to be a shared area on the hill with Archery. Archery are going back to discuss this with their members for approval. Archery wish to have their own separate lease which Etas have agreed to if there is a MOU in relation to the shared area. Karen Allen suggested that TEC talk to Dean Ewington Clarence Councillor for some more Tec support re grants etc. Kate informed the committee about talks she had had with J Holmes about the new club room/function centre proposals, the Tec committee agreed that this should be part of the Tec business plan and that the plan could be divided into stages.

## **Defib**

Defib the grant submitted was successful and Kate has picked up the new Defib, this will be installed in the men's toilet. Andrea to check with MMIB about adding it to the insurance policy.

## **TEC Email**

Kate to get the details from Lynda in relation to the new TEC email address and will collect any keys that she may have for Casual users.

### **TEC Bookings**

Andrea has been working with nominate and the new booking system is almost ready to go. As soon as it is finished Andrea will post the booking link on the Tec user Facebook page for everyone to book. This new system may require a little tweaking and we ask all reps to please let their members know.

### **Yards**

Taps location and surrounds Water taps placed at New Yards - posts need to be painted.

### **Trees**

Karen has spoken to council and they are happy to help with the new trees and have passed on a contact at land care that may also be able to assist. Tec need to work out how many trees we need and the location near the new yards for planting

### **Wash bay**

Wash bay quotes – Steve the maintenance man has sent through quotes for the new wash bays the quotes are \$5210 this quote included the concrete base and timber sides. The committee have decided to use steel rails not timber so Kate will go back and get another quote from Steve. The committee have agreed for the wash bay to be built over in the tree area near the new yards. Steve also submitted a quote for a new manure bin near the new yards this quote was \$775 this is a little high and maybe can be done by the user groups. The Tec board will also ask Steve to put another set of chains on the new yards so the yards will have double chains.

### **Dressage harrowing**

Laurie Smith has been doing the dressage arena harrow and charging \$200 for fuel to do so. If any other user group would like to use Laurie for harrowing, they able to book him in.

### **Fundamental Principles.**

Etas have approved the Fundamental principles for TEC and all the user groups are happy to move ahead with these. The new fee structure has been sent out and has received some negative feedback from members who where not aware of the changes. It was up to all user reps to send the info out to members or committee and then committee to decide if it went to members. It appears that casual users have not received anything and some dressage members. Etas removed the social media post and then reposted it removing the option for comments. All members need to understand the correct chain of command which is the user reps, the TEC committee or the ETAS board. Any member that wishes to be involved is more then welcome to join the committee. Tim ask the TEC board if they would like to have an open forum with members to be able to discuss the concerns that they had been raising. It was decided to leave things alone and just more forward with the running of the Centre.

### **Casual User rep**

Linda has resigned as the rep. This will be an Agenda item for the next meeting.

### **Rider Levy's**

The rider levy's where due to increase in the new financial year. But with all the current issues with fees occurring the board have agreed to leave this increase until January 2020 and then the TEC rider levies will increase from the current \$5 to \$8 per rider. All reps need to make sure their groups are aware of this change asap.

### **Show Horse 2020**

Tec may have the option to host the HOTY, the committee agree this is a great idea for the Centre and are happy to proceed should the option arise.

### **Harrows**

Harrows – the Blue harrows belong to dressage and they are going to fix them. The black harrows belong to Tec Kate is going to contact D Allen and get a cost on fixing them and then they can be sold with the first option going to dressage if they wish to buy them. A price will be decided once the repairs are done.

### **Burning off**

Kate has spoken to council about this and the fire brigade burning off should be happening soon and will occur in stages. Kate to follow up.

### **Lunge yards**

Lunge yard sand removal and spread around the outside of the lunge yard this works will be done when arena is removed. - New sand quotes need to be obtained. Issue being old sand had too much blue metal causing problems. Edging can be looked at and edging can be assed for fixing if needed quote given was for \$690. Lunge yard will need to be maintained on a regular basis. Committee are happy to go ahead with this works.

### **Treasurers Report.**

Report attached. Andrea advised that the TEC bookkeeping might need to be paid for by TEC as the job was getting bigger and will continue to do so with the new booking system. Andrea to work out how many hours a week will be required and send an invoice to TEC who will talk to Etas about the payment. \$520 was received for the TE tin to be banked.

### **Correspondence IN/OUT**

#### **Coaches at TEC**

At the moment any coach can coach at Tec as long as they have the correct level of insurance. The question has been raised about EA coaches coaching to the recommended level as per their coaching certificate. And Non-EA coaches coaching at Tec are fine if they also have the appropriate insurance which needs to be sighted by the Etas office on their renewal as a Tec coach. the committee have

agreed that if the insurance is correct all coaches are fine to teach. A disclaimer needs to be signed by all coaches stating that they agree to teach at the level they are qualified and insured to teach. Andrea to investigate the disclaimer.

### **STEA**

had sent in questions which have been addressed already. They did ask if the training cross country area is considered a common area the committee agreed that no it is not considered a Tec common area but is in a non-exclusive TEC area with council. Stea would like to slash the area and have asked for the maintenance man's contact details to do so.

The cross country is closed from the 1<sup>st</sup> July-30<sup>th</sup> September. The ground can still be used by STEA and PC for any planned training/rally days during this period.

### **Show Jumping**

Are about to Top Dress their area and the area will be closed while this is happening.

### **Pony Club**

Would like to extend the pony club area by about 100m. They will need to walk this out and advise the TEC committee which direction that hope to go. This extension will allow them to run pony club games etc.

### **Casual Users**

**no rep to report**

### **Dressage**

Advised that they had been told of Children driving vehicles at Tec. The TEC committee have advised all user groups that no children are to drive vehicles at TEC or harrow the arenas under any circumstance. This is a major safety issue.

There had been safety concerns raised in regard to chains and bollards placed around the dressage park, So Kate asked Suzanne Betts to look into it on the weekend while the Steward seminar was on and give a response in regards to their placement.

The outcome was they were found to be unsafe and will need to be removed as soon possible to avoid injury.

Suzanne Betts Reply was

There was a Steward's Seminar at TEC last weekend so a good chance to look at them. The group... plus FEI Steward Chis Wallis (presenter of the Seminar) felt that there is indeed a safety aspect. Contrary to previous advice there does not appear to be a break point in the chain so a horse could get tangled and drag the chain some distance. The bollards also have a spike on the top and are only secured by tent pegs which are easily dislodged. It was also believed that the chains are too low.

There was some discussion regarding access to the arenas ... not knowing when they are planned to be 'turned around'. One suggestion was that the entry point could be at the current C ... i.e. flipping the entry to prevent horses 'milling around' near the new arena when waiting to enter.

Also, maybe horses could access the Warm up Arena by going past the 2 arenas and along by the trees ... thus keeping the area near the show jumping for spectators only. The gear check could still remain at the same place.

There needs to be separation of Spectators and horses.

Am forwarding this to the SDA, Kate Cawthorn (TEC) and Jenny Hodder (President Southern Zone) so everyone is aware of the conversation. Please feel free to forward to anyone else who needs to be involved in the planning and discussion.

Kind regards  
Suzanne

### **Other Business**

#### **Tec Plants**

Further to the discussion in relation to the TEC plants which need repotting and constant care the TEC board agree to sell the current plants for ½ the retail price anyone or user group wishing to purchase the plants can contact the Tec board.

The TEC magpies are being a little too friendly atm if all reps can please ask their members to not feed the magpies this might assist with the problem.

**Next meeting AGM 27<sup>th</sup> August 2019 6.30pm**

**Meeting closed at 9.05pm**

**Reconciliation Report**

ID No.	Date	Memo/Payee	Deposit	Withdrawal
<b>Account: 1-1000 Cheque Account</b>				
<b>Date Of Bank Statement: 30/06/2019</b>				
<b>Last Reconciled: 31/07/2019</b>				
<b>Last Reconciled Balance: \$26,064.39</b>				
<b>Reconciled Cheques</b>				
3	1/06/2018	Rentokil		\$264.79
dd	13/06/2018	Veolia		\$33.83
dd	27/06/2018	Aurora		\$501.67
dd	1/06/2019	Commenwealth Bank		\$10.00
11	13/06/2019	Dressage Tasmania South: Credit from 00000017		\$102.97
dd	13/06/2019	stewart Stephen		\$2,067.15
dd	14/06/2019	Veolia		\$33.83
dd	18/06/2019	Professional Plumbing		\$102.91
dd	20/06/2019	TAS WATER		\$1,320.41
dd	24/06/2019	Aurora		\$415.19
			<b>Total:</b>	<b>\$0.00 \$4,852.75</b>
<b>Reconciled Deposits</b>				
dd	5/06/2019	Jumping Tasmania South	\$30.00	
dd	7/06/2019	Dressage Tasmania South	\$190.00	
dd	7/06/2019	Payment; Dressage Tasmania South	\$588.30	
dd	18/06/2019	Nominate	\$170.10	
CR000038	26/06/2019	Dressage Tasmania South	\$105.00	
dd	27/06/2019	Archers	\$736.04	
CR000037	28/06/2019	Dressage Tasmania South	\$100.00	
			<b>Total:</b>	<b>\$1,919.44 \$0.00</b>
<b>Reconciliation:</b>				
			AccountRight Balance On 30/06/2019:	\$23,190.96
			Add: Outstanding Cheques:	\$0.00
			SubTotal:	\$23,190.96
			Deduct: Outstanding Deposits:	\$0.00
			Expected Balance On Statement:	\$23,190.96