



## TASMANIAN EQUESTRIAN CENTRE BOARD OF MANAGEMENT

Minutes of the Board Meeting held on Tuesday 19.4.2022, at The Horseshoe Inn, Cambridge.  
Meeting opened 7.30

### MINUTES

#### 1. WELCOME & APOLOGIES

Present: Kate Cawthorn (Chairperson ET rep), Tania Hay (Secretariat), Ms. N Brown (SJ Rep), Jo Fish (Treasurer & H&D), Emily Dunbabin (STEA Rep)), Jo Fish (H&D Rep).

Apologies: Nil

#### 2. CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETING

- MOVED Karen Allan, SECONDED Jo Fish and CARRIED "That the minutes of the Board meeting held on 19<sup>th</sup> November 2021 are accepted as a true and correct record of that meeting."

#### 3. MATTERS FOR ADDRESS

##### 3.1 Action List

- To be advised as updated.

##### 3.2 Business arising

- NTR

##### 3.3 Financials

- NA

##### 3.4 Ground development

- Excavation and clearing has taken place of existing drains, primarily the major drain running across park in front of club rooms. Walkways have been created across to dressage park, show jump area and end of park into tip area, some tree and stump removal has been done as requested by dressage, (TEC have paid for removal) A larger fall has been placed on drain for better water removal and to allow further development of drainage to fall into this major drain to help move resting water away. Fall has been made greater to also improve water movement. Excavator driver is happy to comeback and continue drain works and carpark / yard development when we have more funds. He suggested some more drains and building up of carpark will help improve access in wet areas. He was also able to

extend the current raised carpark area by approximately 10 meters, the gravel should greatly help improve the parking area. The huge concrete blocks out the back was placed in front of the ETAS shipping container to help when the area is flooded, suggestion was said to add some drainage here as well, more can be put out if wanted.

- Also had the old fill piles next to show jump arena flattened out and spread for more parking/ yard development areas as discussed previously. Needs to settle for 8–12 months before use
- Total Cost \$10k
- Club room and leaking roof has been fixed on temporary basis but acceptable level watch and act. \$600, External leak into roof cavity will need to be looked at and fixed in the long term, possibly quite a large job.
- Look at grants for roof repair if more come up.
- Speakers and outdoor microphones have been all fixed and wire replaced, next user groups to clean up mess left and still need to dig ground wire in across to fence. Twp person job
- Bobby D(engineer) looked at DECK to check safety – he is happy it is fine.
- Work skills has completed works on deck also put in required forms to council, form 86 nothing more to be done Work skills also donated 6 tables and chairs to place on deck Need to write a letter of thanks.

<b>6.8</b>	<b>Water</b>	
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- Water pipes blow out on mail meter to dressage and show jump park. Greg P water bill repair was \$1029 user groups agreed to split cost 6 ways, show horse happy to contribute
- Passed

<b>6.9</b>	<b>Tec 80x80 Arena</b>	
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Successful on grant application for arena \$153681.thank you to those that contributed to this

Works have started on arena, base has been done red gravel to come next week, Etas asked for a gravel road to be put in from main drive for access this is \$6200 Now we are using fiber we are sourcing our own sand and delivery, as different type of sand is required (cheaper ad well) so will pay for sand and freight separate to Nick Booth quote, will need lots of helpers when it comes to laying out fiber. It was recommended by Nick that drain works will be finished when water system is completed, will continue drain out across road into TEC grass area to join into drain. Will help with wet grounds. We also won grant for fencing of arena and equipment. \$194288 this will also enable tec to have equipment or future hire.

Fill from arena had been placed around back of arena in a bank type set up to degrade, we may be able to use it for future ground development to create viewing bank, will take 12 months to break down.

We need to look at future development of that area, warm up, parking, yards, and fee structure of arena casual users and user group fees for TEC income.

Suggestions were a look out deck, toilets, more yards, parking, tie ups etc.

Budget will be updated as works are done.

<b>7</b>	<b>Stallion At TEC</b>
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- , ETAS chair Tim banned stallions from competing at TEC after an issue with an entry for a person to a comp at Tec
- Tec fully comply with current EA stallion rules – this has been investigated previously TEC.
- A risk management plan is required by all user groups holding events for any stallions competing on the grounds, this must be highlighted on entry forms for any comps being held at TEC & a management plan by OC of the comp if there is a stallion on the grounds. It is up to user groups and OC if they accept stallions to their comps. Tec allow stallions on the grounds.
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<b>7.1</b>	<b>TEC</b>
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- Tec booking system is still messy, all members should be booking the use of the grounds via nominate, each user group is set up to accept payments, but they are not being used, User groups need to make their members Aware arena use and cross-country use, and coaching lesson need to be booked via nominate,
- When user groups have a comp/clinic they need to be set up TEC levies to be paid directly to TEC (show jump currently have this)
- User groups to start thinking about any new fees they may want to implement to be passed by TEC, this would be good to try and be done before end of Tec year

<b>7.2.</b>	<b>TEC fees</b>
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- User group and fee structure have not been increased due to new TEC structure of user groups being able to charge for their own areas, Tec will need to consider higher fees for 2023, currently people do not understand TEC structure and fees, TEC is not responsible for user group areas, Tec get the blame for all fees when it is actually user groups that set their fees with TEC approval. Better information needs to be put on nominate re how structure and TEC works  
TH & KC to talk nominate re improving Tec membership page

- \$340 per annum for coaching fee and casual user membership

## 4. TREASURERS REPORT

<b>4.1</b>	<b>Financial Report</b>
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Report NA this meeting

Opening balance –

Incoming funds –

Outgoing funds –

Closing balance –

Reimbursements:

**MOVED:**

<b>5. CORRESPONDENCE</b>	
5.1	Outward

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5.2	Inward for Information
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- Letter from Pony Club Liz Walsh re trails and fess
- It was agreed that PC to be held on March 13, 2023
- Require use of 3 or 4 arenas, x country course, SJ area, yards, and TEC from Friday – Monday. And would like fee structure to set now in case of changes prior to event.
- Tec agreed Rider levies will be \$9 per rider per day
- Yard fees for PC will be \$10 per yard per horse per night
- camping charge \$6.50 per night per family
- PC to negotiate with dressage fees
- Powered site \$11.50 only 4 available
- PC to negotiate with SJ / D their fees
- Bump in on Friday out Sunday
- Letter of reply will be sent KC

## **6. General Business**

6.3	Future State Champs held at TEC	
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Discussion had if user groups wanted to change their state champ fee structure now, they are responsible for their own areas. It was agreed that negotiations were to be had with the user group whose area was needed to be used, user groups could decide / negotiate what fee structure they wanted to set for their areas to be used during state champs. It was agreed that the term exclusive use meant no other riders or disciplines to use grounds, did not mean free use of all areas of grounds. Passed NB KA

<b>6.6</b>	<b>Yard Repair</b>	
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Laurie has fixed Taps, and some pipe works, there is a leak in front of first wash bay to be looked at.

<b>7.3</b>	<b>STEA/ SHOW /JUMP/ DRESSAGE/ PC</b>	
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- User groups want to organize some working bees and see what user groups are looking to do moving forward to next summer with ground and development
- Stea concerned not getting coaching money for X country – the were reminded we have limited use of grounds and they are not utilizing nominated after they requested it to be set up for them to charge
- Dressage looking at improving grass area around arenas and will spray Works on arena 1 is going on hold as champs are no up north. Request for extra rubbish bins be brought to TEC and collected regularly – hard to Tip bind into big skip. Agreed to trial for a while and monitor cost – Passed KA ED
- SJ – Medical edge (paramedics) may now be required for comps (according to Tim) thus ANZAC day may not. Lisa Readett and some judges may not judge without medical edge.
- PC asked if coached can coach and ride at same time if on clients’ horses – has been discussed before and is not an issue if there is a ground person.
- Passed NB/TH

## **8. Next Meeting**

<b>7.1</b>	<b>Next Meeting</b>	
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- TBA

## **9. Closure**

There being no further business, the Chairperson declared the meeting closed at 9.25 hrs.