**MINUTES OF THE NORTHERN METROPOLITAN ZONE OF PCAV Reg No: A15609C**

**13/2/13 AT RINGWOOD PONY CLUB**

**PRESENT: Jim Page(ZP), Tracy Hosier(ZVP&Elt), Linda Smith(ZR), Jim Hurley(LM&Rin), Paul Harris(Don&Tem), Melissa Frazzetto(Hea), Russell Grant(Hur), Kirsten Cox(KG), Andrew McDowell(KL), Kathy Woodman(Lil), Robwyn Langmead, Dani Simmonds(LP), Sue Tucker(Moor), Corlien Heijnen(NE), Kim Bottrell & Rosemary Howard(Nun), Ray Lavery(StA), Anna Baker(Sev), Gail Jackson(UY), Jayne Dilley(Wye), Kim Ward(YG), Shane Diamond(Yar), Brenda Mitton(LM&DCI)**

**APOLOGIES: Robina Stevens(ZS), Lynne Brown(ZAS), Tammy Chippindall, Michelle Thomas (ZCI)**

**MEETING OPENED: 8.10pm**

**Welcome to Sue Tucker (Moor), Kim Bottrell (Nun) & Nicole Rogers (MtE)**

**MINUTES OF PREVIOUS MEETING: Acceptance Proposed Linda Smith seconded Kathy Woddman carried**

**MATTERS ARISING: None**

**CORRESPONDENCE:**

**Inward : Hurstbridge PC NMZ Levy**

**Australia Post PO Box renewal**

**Kammy Cordner Hunt Letter of congratulations for hosting State Championships**

**Brenda Mitton Email re State Championships**

**Colbrow Invoice for First Aid**

**Outward : February Minutes NMZ Distribution List**

**PCAV Incident reports & Fall Release Forms**

**Straun Robertson Letter of thanks for printing programs**

**Terry Pollock Letter of thanks for Polyfence & Yards ( Dressage Rings)**

**NMZ Clubs & DCI/ZA Letter of thanks for volunteering at State Championships**

**De Pury Family re dates for Yeringberg 2013 events**

**PCAV re stand down from DCI/ZA panel**

**State Qualifier Flat Judges Letters of confirmation of booking**

**TREASURER’S REPORT: Delivered by Jan Dear**

**Report accepted: proposed Jan Dear seconded Dani Simmonds carried**

**ZONE REP REPORT: Delivered by Linda Smith (Full copy of report as attachment)**

* **No State Council meeting since last meeting**
* **State S/J and Dressage Champs – Congratulations to all NMZ riders. The riding was of a high standard particularly in Grade 3. Lots of positive feedback from visitors and other zone reps. Thanks to**
  1. **Yarramabat for the use of their grounds**
  2. **Riders from NMZ clubs who assisted with duties**
  3. **NMZ clubs for all their assistance**
  4. **Eltham & KG for the use of their dressage and showjumping equipment**
* **State Horse Trials hosted by Northern zone. Linda had written a letter of objection re closing date. Has been reviewed – Yeringberg and Yarra Glen events can be used as qualifiers. All riders however need to have their entries into Northern Zone by 3rd April. Must forward to Linda for signing - Copies of grading card qualifiers to be sent to Linda once required events completed**
* **Reminder to all clubs having their AGM’s to submit details of new committee to Linda, PCAV and Robina. Clubs should also have a mentoring system/guidelines in place to help with the transitioning of new committee members.**
* **Reminder that event entry forms need to be approved by Linda prior to circulation and uploading on the website**
* **Reminder x-country course accreditation forms must be sent to Linda 6 weeks prior to the event**
* **PCAV membership fees yet to be finalised – waiting on PCA insurance. Should be available shortly.**
* **Teams Horse Trial entry form has been circulated and is on the webstie**
* **Reminder to clubs to include horsemastership/theory sessions in their rally plans. Need to improve knowledge of riders. The DCI/ZA panel is more than happy to assist DC’s in rally planning. The Panel will be visiting clubs with the new resource kit.**

**ZCI REPORT: Delivered by Linda Smith(Full copy as attachment)**

* **NMZ State workshop 30th November. Is there a club who would like to provide a venue?**

**Brenda Mitton confirmed dates for clinics. Entry forms are on the website – or contact the club hosting event.**

**Pre 5 & inexperienced 5 Apr 10/11 Mooroolbark - correction to closing date – s/b 7 April**

**Gr 4 & Gr 5 experienced Jun 29/30 Yarra Glen**

**Pre 5 & inexperienced 5 Jul 10/11 Eltham**

**Gr 4 & Gr 5 experienced Sep 25/26 North Eastern**

**Yeringberg XC Clinic Grades 1, 2 & 3 ……. Tuesday 9 April 2013 - places still available – but get in quick before it is opened to other zones. This is a fabulous opportunity to receive some expert instruction – so please encourage your riders to attend. It is important that the clubs support all clinics run by the DCI/ZA panel.**

**Club visits - Clubs reminded to download the ‘club visitor’ form and complete prior to visit.**

**ZES REPORT: N/A**

**GENERAL BUSINESS:**

* **The zone executive presented Lower Plenty PC with a cheque for $1000 (which included the raffle proceeds from State Champs) to assist with feed after last month’s fire. Lower Plenty thanked the executive and clubs for their support.**
* **St Andrews and North Eastern asked as to why the showjumping at the State Champs had run overtime and why there wasn’t sufficient water for the volunteers considering the extreme temperatures. Linda and Jim explained that the times are only ever approximations and that accidents, changing courses etc hold things up. More realistic times will be noted in future. Clubs are responsible for their helpers – a suggestion might be to stagger number of helpers over the period of the duty.**
* **Jim Hurley made mention of the many years of volunteer service John Burgess has given to Pony Club. He suggested the Zone develop a ‘recognition’ of volunteering.**
* **Yarrambat raised the issue of the huge variance in instructor fees. Linda suggested that the letter be sent to PCAV re some direction on instructor fees.**
* **Zone event calendar – reminder to clubs to ensure they have their regular dates in the calendar. If the date is empty is will be assumed that the club is not running the event for that year. The 2014 calendar is now available for clubs to enter their dates.**
* **Yeringberg….. Tracy Hosier advised of next working bee at Yeringberg 24 Mar. The following clubs need to supply volunteers 1 of Healesville, 4 of KG, 3 of Seville, 3 of St Andrews, 2 of Wyena, 3 of Yarrambat & 4 of Yarra Glen**

**K Cert riders welcome to attend. Jim Page advised that if any parents/riders are available during the school holidays in the days leading up i.e. Tuesday 2nd – Thursday 4th their help would be much appreciated with flagging and last minute tidy up.**

* **Club Duties for Yeringberg were assigned as follows (times TBC):**

**Friday**

* Grounds set up Yarra Glen
* Set up Dressage rings 1-3 Eltham
* Set up Dressage rings 4&5 Ringwood
* Dressage set up Mooroolbark

**Saturday**

* Grounds management Hurstbridge
* Run Dressage rings 1-3 Seville (including pack up)
* Run Dressage rings 4&5 Yarrambat
* Set up showjump ring 1 Mt Evelyn
* Set up showjump ring 2 Healesville
* Run showjump ring 1 Kinglake (including set up for Sunday if required)
* Run showjump ring 2 St Andrews (including set up for Sunday if required)

**Sunday**

* Grounds management Lilydale
* X-country pack up Lilydale
* Grounds pack up Upper Yarra
* Run Dressage rings 4&5 Nunawading (including pack up)
* Run showjump ring 1 Kangaroo Ground (including pack up)
* Run showjump ring 2 Wyena (including pack up)

Canteen – Lower Plenty

**ALL CLUBS to supply 2 x-country judges on the Sunday. Please advise names and mobile phone numbers to Tracy Hosier.**

**MEETING CLOSED: 9.45pm**

**NEXT MEETING: 10/4/13 Ringwood PC @ 8pm**

**SUPPER: North Eastern & Ringwood**

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