

**Minutes of AQHA-UK Council Meeting
25th August 2017 at 1pm via Skype.**

Present:

**Leigh Cheetham, Karen Coleman, Lucy Adams, Ruth O'Reilly, Frances
Neil, Sandra Loder**

Business Services: Karen Coleman

Minutes R O'Reilly.

1	Apologies for absence	
	DD	
2	Administration	
2.1	Safeguarding; SL has submitted renewed Safeguarding Policy. Course is being sourced for Mary Larcom.	FN
2.2	Insurance: FN completing forms and submitting.	FN
2.3	Welcomed new volunteer Zoe Saari to help with Membership.	KC
2.4	Office; it is now imperative that there is a permanent business address for the Association. Work cannot continue in KC's house due to lack of privacy now that volunteers are in post, lack of storage appropriate space and insurance liability. KC and ROR to source and cost asap.	KC ROR

2.5	Website: much work still to be done. Structure of Council to go on. FN proposed going to managed website scenario but this was rejected as it is what we moved away from previously.	
2.6	Passports: Validation still on-going but onerous task, and one that will never be 100% completed due to owners not replying or being non contactable. Membership lists is 60% there and will be completed mid February. The final figures will be available for the AGM.	
2.7	Budget Setting / Financial Planning. FN and KC to work on this for next financial year.	FN KC
2.8	KC to work on Annual Report. KC wrote the business plans that meant we received \$12,500 from AQHA for 2017 and another \$12,500 for 2018.	
2.9	KC wrote Fiscal Expense Return claim. Charities return due; KC/FN check this is done by WC. FN checking Small Lotteries licence and rules for Scotland/NI.	KC FN
2.9.1	Cloud 4 Storage and WorldPay cancelled due to lack of use.	
2.9.2	ROR to arrange AGM and write report.	ROR
2.9.3	Journal. ROR preparing work with Neil.	ROR
3	Affiliation to Showing Council. FN to attend meeting to find out benefits of membership.	FN
4	Horsemanship Camp. Extremely successful camp. Leigh to arrange again next year.	LC

5	Youth: SL reported successful Youth Camp at the Robert's who are happy to host again. Lottery Application under way. Youth Squad is now 9 members. SI sourcing funding. Travel arrangements under way and team invited to CC's home in US prior to competition for pre-show training. Flights will be booked as soon as dates confirmed.. Possibility of Youth Camp for August 2018. Youth holding fundraising activities at Breed Show.	SL
6	Horse and Pony Breeds committee has ceased and has been replaced by The Equine Sector Council. This is a new group that represents the Horse Industry and links it directly to government. Invites are directly to PIO Registrars. KC will attend the inaugural meeting in October at Stoneleigh	KC
7	Association of Chairs. FN recommends membership to this body and will deliver more information to the Council.	FN
8	Merhcandise Logo. New logo to be designed for front of merchandise.	ROR.
	Next Meeting: 4th Oct. Venue tba.	