



Australian Carriage Driving Society

ABN: 28 794 114 302 – Incorporation No: A01028

Minutes

Federal Council Meeting 8:00 pm Friday 31 May 2024, via Zoom

1. Welcome

2. Attendance and Apologies

All Executive and Delegates except the WA Delegate
Observer - Peter Lee (incoming President)

3. Conflict of Interest (to be submitted for each agenda item)

4. Minutes of previous meetings (sent via email previous to the meeting)

Amendment to Minutes

Questions raised regarding the Show Driving Assessor in WA. ~~The only assessor is Margaret Langan and according to the guidelines, her accreditation has lapsed.~~
[Assessors are Marg Langan and Merryn Bojcun and according to the guidelines, their accreditation has lapsed.](#)

Resolved that the WA show driving assessors' reaccreditation outside the current guidelines be approved.

This resolution is not altered – just the wording prior to the resolution.

Resolution

That the Minutes of the meeting held on 10 April 2024, with the above amendments, are a true and accurate account of that meeting.

Carried

Fed Sec abstained (was not at the meeting)

5. Treasurers Report

Management Representation Letter
ACDS Management Letter 2024 Signed
ACDS Audit clearance letter signed
ACDS 2024 Financial Statement Draft AUDITED
Audit Report - ACDS 2024

In - depth discussion regarding all correspondence. Treasurer is to present the final signed Auditor's Report and other relevant information to the Secretary early the following week so it can be sent to Vero Voting for inclusion on the portal for the AGM.



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Resolution

That the Treasurer's Report as presented be accepted and after signatures obtained will be made available for inclusion on the Vero Voting AGM portal.

Carried

6. Correspondence – In

13 Mar 24	Vic Dressage Championships – Cheryl Dowling
6 Apr 24	TD Report 2024 CDE Championships
17 Apr 24	Application to host 2025 National CDE Championships (refer to item 8)
27 Apr 24	Letter from Southern Cross Club (Vic) re: Court and Costs Federal Sec to draft a letter or response to the club
30 Apr 24	Letter from James Sullivan re: Incorporated Associations Regarding email sent to WA Branch re: status of the ACDS
2 May 24	Request for dispensation for Dressage Judges WA. Approved and letter sent with authorisation
6 May 24	Application to host 2025 Showdriving Championships (WA Branch) – refer item 9.
10 May 24	Compliance and Investigation Complaint put to Access Canberra regarding conduct of the 2023 AGM. Fair Work investigator asked for certain documents by 24 May 2024
16 May 24	Geelong club asking for extension of OAM (refer to item 14)
19 May 24	GPCDA and the 2025 National Dressage Championships EOI (refer item 10)
27 May 24	Carriage Horse Club EOI 2025 National Dressage Championships (refer Item 10)
27 May 24	Corby Cunnington email (refer to item 15)
27 May 24	Sports Integrity Australia (reference for above email)
30 May 24	Working with Children – Rodney Lane (refer item 16)
30 May 24	Application for Deemed Membership Aramintha Winn (refer item 17)
31 May 24	Aramintha Winn Resume

7. Correspondence – Out

Magnetite Mines – Letter of Appreciation (major sponsor 2024 National CDE Champs)
WA Executive – Incorporated Association and attachment – James Sullivan's response.
Dressage Judge WA – request for compensation
Access Canberra – Compliance and Investigation

Business Arising

8. 2025 ACDS CDE Championships

Resolution

That the Longwood Carriage Driving Club from Victoria be authorised to host the 2025 ACDS CDE Championships on behalf of the ACDS

Carried



9. 2024 National Showdriving Championships

Resolution

That the WA State Branch be authorised to host the 2024 National Showdriving Championships on 20 October 2024.

Carried

10. 2025 National Driven Dressage Championships

Expressions of Interest (EOI) were asked for in lieu of Tasmania not being able to conduct the Championships as per the Rota at By-law 7.11.

Two clubs placed EOIs – Goyder Plains Carriage Driving Club in South Australia and the Carriage Horse Driving Trials Club in Victoria

Resolution

That the Goyder Plains Carriage Driving Club be authorised to host the 2025 National Driven Dressage Championships on behalf of the ACDS.

Carried

SA Delegate abstained

Vic Delegate abstained

Treasurer abstained

Fed Sec abstained

Heads of Agreement

It was resolved that all Clubs or State hosting a national event will be given a 'Heads of Agreement', highlighting By-laws and other FC requirements. This is to be signed by Federal and the Club/State hosting the event.

11. Authority for use of the ACDS Business Debit Card and access to the ACDS Accounts.

Resolution

That the current President, Dot Willcoxson and current Secretary, Tom Dowling be removed as authorised to transact business using the ACDS Operating Account and Debit Card, effective 11 June 2024.

Carried

Resolution

That the incoming President, Peter Lee and incoming Federal Secretary, Leanne Kirby, be authorised to transact business using the ACDS Operating Account and Debit Card, effective 11 June 2024.

Carried



12. Reports

Webco – Lorraine Cairns
Jane Keevers Grading Officer Report
Jenny Conquest Journal
P&E Peter Honeyman
Peter Dunn Assistant Sec
Training sub-committee meeting Minutes 13 May 2024 Zoom - Peter Lee
CDE Peter Harkness
Show Driving Convenor
Horse Registrar Report

Resolution

That the reports sent in by Council appointees be accepted as presented.

Carried

13 Those members given Council appointments for 2024 - 2025

Discipline Convenor

CDE	Peter Harkness (Vic)
Driven Dressage	Gwenifer Hack (Vic)
Pleasure and Endurance	David Cockroft (Vic)
Historical	Michael MacDonald (Tas)
Show Driving	Max Pearce (NSW)

Appointments

Assistant Federal Secretary	Peter Dunn (NSW)
Horse Registrar	Jane Keevers (NSW)
Horse Grading Officer	Jane Keevers (NSW)
Journal Managing Editor	Jane Howard (Qld)
Coaching Coordinator	Vacant
Website Coordinator	Lorraine Cairns (Vic)
Young Driver Coordinator	Kim Shumacher (NSW)
Publicity Officer	contact Federal Secretary



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Public Officer for Incorporation: Ann Eldridge (ACT Resident) – to be confirmed at the AGM

ACDS Sub-committee

ACDS-EA Subcommittee Brendan Dwyer (NSW)
Peter Lee (Vic)

ACDS Training & Schools Subcommittee Peter Harkness (Vic)
Peter Lee (Vic)
Lorraine Cairns (Vic)
Sue Plath (NSW)
Cheryl Dowling (Vic)

ACDS Electronic Media Subcommittee [Vacant](#)

Resolution

That all persons listed above be given Council appointments for 2024-2025 as per their request on the relevant nomination forms as listed above.

Carried

Two nominations were received for the position of Schools and Training Coordinator:

Peter Lee (Vic)
John Tonkiss (NSW)

Peter Lee left the meeting

Resolution

That John Tonkiss be given the role of ACDS Schools and Training Coordinator for 2024 – 2025.

Carried

Federal Treasurer abstained

By-law 6.4

Discussion regarding By-law 6.4 in that the Federal Driven Dressage Convenor be automatically given the role of Dressage Judge Assessor.

Resolution

That By-law 6.4 be removed from the ACDS By-laws.

Carried

Fed Secretary abstained



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14 Extension of One Activity Membership

Resolution

That the Geelong and District Carriage Drivers be given permission to use a One Activity Membership for three days; 8 – 10 June (inclusive), for their scheduled pleasure drive.

Carried

15. Corby Cunnington

Complaint re: not allowed to attend an event at Caboolture Qld.

Issue is being handled by the Qld Branch.

16. Working with Children

Email from Rodney Lane on 30 May re: Working with Children Checks (WWC) for our Coaches and Judges (officials)

All or our ACDS accredited Coaches have WWC. Outside Coaches WWC is the responsibility of the Club and next FC is to consider options for policing such matters.

Letter to be sent to Rodney by the Fed Sec.

17. Application for Deemed Membership Aramintha Winn.

Request from Southern Highlands Club in NSW and approved by NSW State Branch.

Aramintha is to conduct clinics and coaching classes and will be in Australia from 29 September to 16 December. Club is to contact Assistant Federal Secretary re: Insurance.

Resolution

That Aramintha Winn be granted deemed membership of the ACDS for the period 29 September to 16 December 2024 (inclusive).

Carried

Closure

Next meeting to be organised by the incoming Federal Council.

There being no further business, the President closed the meeting at 10:20 pm.

A handwritten signature in cursive script, appearing to read 'D. Willcoxson'.

Dot Willcoxson
President