

**THE DEXTER CATTLE SOCIETY**  
**MINUTES OF COUNCIL MEETING**  
**HELD ON 23<sup>rd</sup> January 2009**  
**AT**  
**THE BLONDE SOCIETY BUILDING, 4<sup>th</sup> STREET,**  
**STONELEIGH PARK, WARWICKSHIRE**  
**STARTING AT 10.00am**

**Present:**

**Michael Bancroft, Mark Bowles, Jo Kemp, Carol Neilson, Martyn Ryder and Tim Sparrow**

**In Attendance: Sue Archer (Breed Secretary) taking notes**

**Welcome by Carol Neilson to the first meeting of 2009.**

	<b>Action by</b>
<p><b>1. Apologies</b>  Beryl Rutherford and Silke Warneke</p> <ul style="list-style-type: none"> <li>• The Dexter Cattle Society had tried to arrange a phone line in the Blonde Society building to include BR in all meetings but this had not proved possible. The Jersey building had also relinquished their phone line. CWN to look into costs of travel and room hire and the possibility of video conferencing.</li> <li>• Carol Neilson explained that Caroline Taylor had resigned on 22<sup>nd</sup> December 2008 and that as a Trustee this will take 2 months to take effect. CN asked that Caroline Taylor be removed from the email circulation list for the Council.</li> <li>• Clive Taylor had formally resigned as Treasurer on 22<sup>nd</sup> December 2008. The Council were aware of his intention to stand down at the end of the year and had posted an advert for a Society Treasurer within the Society newsletter to members and the bulletin.</li> <li>• Carol Neilson suggested that with the nomination forms for the forthcoming election to Council there should be a detailed note outlining exactly what the Dexter Cattle Society expects of a trustee.</li> </ul>	<p>CWN</p> <p>CWN/SA</p> <p>CWN/SA</p> <p>CWN</p>
<p><b>2. Declaration of conflict of interest in agenda items</b>  Mark Bowles asked for clarification of this. It is a legal requirement to state if a Trustee has any financial or personal interest in any agenda item. There was no conflict declared.</p>	<p>CWN</p>
<p><b>3. Minutes of 18<sup>th</sup> November 2008</b>  The minutes of the meeting held at Pike End Farm, Sowerby Bridge, West Yorkshire were circulated prior to the meeting. JK proposed that they be accepted, MR seconded and all present were in favour.</p> <p>Michael Bancroft reported that he had spoken with Eileen Hayes and that it is minuted (September 2007) that she should be offered the computer for her own use. Eileen has taken up this kind offer and it has been removed from the society insurance policy. A thank you letter is to be sent to her asking for the return of any Dexter information still held</p>	<p>MBan</p> <p>CWN/SA</p>
<p><b>4. Minutes of 3<sup>rd</sup> December 2008</b>  The minutes of the teleconference were circulated prior to the meeting.  Mark Bowles asked that a confidential minute be taken regarding 3.7  A confidential minute was taken.</p> <p>A recording is to be made of all Teleconference meetings in the future and a copy kept in the office for future reference.</p>	<p>SA</p> <p>SA</p>
<p><b>5. Minutes of 22<sup>nd</sup> December 2008</b>  The minutes of the teleconference are to be circulated shortly.</p>	<p>CWM/SA</p>

<p><b>6. Correspondence</b></p> <ul style="list-style-type: none"> <li>• A letter was received from Ann Woollard, Chairman of the Devon group, expressing disappointment at the lack of warning of the rise in Society fees. A reply will be forwarded from the Chair.</li> <li>• A letter has been received from a member in Wales commenting on Dexter Cattle Society fees. A reply will be forwarded from the Chair.</li> <li>• An email has been received from Fiona Miles commenting on the future communication between The Council of the Society and its members. A reply will be forwarded from the Chair stating that Council really appreciate her thoughts and recognise that steps are being taken to improve communication throughout the Society. Constructive criticism is to be welcomed and encouraged.</li> </ul>	<p>CWN</p> <p>CWN</p> <p>CWN</p>				
<p><b>ACTION POINTS:</b></p>					
<p><b>1. Treasurer update</b></p> <ul style="list-style-type: none"> <li>• <i>After discussion Tim Sparrow proposed Martyn Ryder as Treasurer, Jo Kemp seconded this and all present were in favour.</i></li> <li>• <i>CN asked that contact be made with Clive Taylor to ensure a proper hand over of procedures and protocols.</i></li> <li>• <i>The Dexter Cattle Society office is to forward copies of bank statements to the Treasurer</i></li> <li>• <i>Report on bank accounts and investments for next meeting</i></li> <li>• <i>A thank you letter is to be forwarded to Clive Taylor accepting his resignation from the role of Treasurer to the Dexter Cattle Society.</i></li> <li>• <i>Sue Archer explained that the bank mandates for the Society should soon be in place with Yvonne Froelich, Clive Taylor and Fiona Miles being removed. Carol Neilson, Martyn Ryder and Sue Archer are to be signatories. Two signatures will be required on every Society cheque. The secretary will ensure continuity with the bank mandate signature process. The secretary will write out the cheques to be forwarded with a copy of the invoice for signature by Carol Neilson and Martyn Ryder. There was discussion about the transfer of funds electronically in the future. This would also need two signatures for approval. MR proposed full confidence in the Breed Secretary, seconded by Jo Kemp and all present in favour.</i></li> <li>• <b>Financial Report</b> given by Sue Archer</li> </ul> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;"><i>The Bank balance at 31.12.08 £7958.31</i></td> <td style="width: 50%;"><i>Balance at 12.01.09 £29675.92</i></td> </tr> <tr> <td><i>Membership as at 31.12.08 1401</i></td> <td><i>2009 Membership to date 695</i></td> </tr> </table>	<i>The Bank balance at 31.12.08 £7958.31</i>	<i>Balance at 12.01.09 £29675.92</i>	<i>Membership as at 31.12.08 1401</i>	<i>2009 Membership to date 695</i>	<p>MR</p> <p>MR</p> <p>SA MR/SA CWN/S A</p> <p>CWN/ MR/ SA</p> <p>SA</p>
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<p><b>2. C10 model articles/constitution</b></p> <p><i>Martyn Ryder explained his comparison document that he had circulated prior to the meeting.</i></p> <ul style="list-style-type: none"> <li>• <i>Neil Adams, English Food &amp; Farming Partnerships had recommended these changes in his report to the steering committee in 2008</i></li> <li>• <i>Carol Neilson expressed thanks to MR for all his work on this issue</i></li> </ul>	<p>Work in progress TM/MR</p>				
<p><b>3. Membership survey</b></p> <p><i>Tim Sparrow produced an outline copy of the proposed Society membership survey.</i></p> <ul style="list-style-type: none"> <li>• <i>The idea would be to carry out a postal survey to all current members to find out why they keep Dexters and what facilities they get and what they would like to get, along with a box for comments.</i></li> <li>• <i>Confidentiality is key with an individual number for each paper.</i></li> <li>• <i>Members would be asked if they want to give their details to be included in a prize draw.</i> <i>MR, BR and the Society are willing to donate a prize for this.</i></li> <li>• <i>Analysis could be driven by region/area and preference or on herd size.</i></li> <li>• <i>The structure would mean that every box would have to be completed.</i></li> <li>• <i>It would be driven by what level of importance is attached to what area</i></li> </ul>	<p>TS</p>				



<p><b>9. Merchandise</b></p> <ul style="list-style-type: none"> <li>Ongoing and a report will be available for the next meeting</li> </ul>	MR/SA /CWN
<p><b>10. Annual Herd Return and herd book</b></p> <p>Sue Archer gave a brief report and asked that the publication date be brought back to the middle of the year</p>	SA
<p><b>11. Herd book photos</b></p> <p>Mark Bowles reported that we need really good quality photos of the animals in the herd book.</p> <p>The Society need to encourage owners to take or have taken photo's of their winning animals for possible inclusion in the 2009 herd book.</p>	MB
<p><b>12. Office move update</b></p> <p>Sue Archer reported that the provisional date for the office move will be 23<sup>rd</sup> and 24<sup>th</sup> February 2009. The answerphone message will announce that the office is closed for two days whilst moving. The postal address, the telephone, fax and email will all remain the same but that the office will be in another building on Stoneleigh Park, Warwickshire.</p>	SA
<p><b>13. Export leaflet</b></p> <p>Report at next meeting</p>	MR
<p><b>14. Herd DNA</b></p> <p>The report from Andrew Sheppy, the Society Geneticist, was circulated at the meeting. The report outlined the need for this confidential issue to be resolved quickly. After discussion the Council approved this by all members present</p> <ul style="list-style-type: none"> <li>It was proposed that the samples be taken from the animal</li> <li>A final report will be required</li> <li>An invoice be forwarded to cover costs/expenses to date</li> </ul>	AS  SA
<p><b>15. Native Breeds Update</b></p> <p>Sue Archer circulated a brief report from Andrew Sheppy that is to appear in the bulletin.</p>	

<p><b>7. President, Rotation of Trustees/ need to co-opt</b></p> <ul style="list-style-type: none"> <li>President – see by laws</li> <li>A discussion was held on whether to co-opt/appoint in order to ensure that the Council is quorate this year. Report to next meeting</li> </ul>	CWN
<p><b>8. Diary dates and timescale</b></p> <ul style="list-style-type: none"> <li>A calendar of events has been put together by Martyn Ryder and thanks were extended to him for this piece of work. Full report to next meeting</li> <li>The Society Raffle is to go ahead with tickets being available earlier in the year. Sue Archer to approach Jill Gabriel and discuss. All present in favour</li> </ul>	MR/CWN  SA
<p><b>9. AGM Venue 2009</b></p> <p>Report at next meeting</p>	CWN/MR
<p><b>10. Genetics Project update</b></p> <p>Veronica Schofield has been in contact with Tim Bray and Professor Michael Bruford to arrange a half day meeting to go over the report. Jo Kemp, Carol Neilson, Mark Bowles, Veronica Schofield and Beryl Rutherford would like to be involved with this.</p>	CWN
<p><b>11. Overseas registrations</b></p> <ul style="list-style-type: none"> <li>An update was given and a discussion took place</li> <li>All animals should be registered within the 30 day timescale.</li> <li>CWN to start discussions</li> </ul>	CWN/SA

<b>12. Staff appraisal and supervision</b> Sue Archer left the room for this discussion. Members discussed the need for supervision and staff appraisal to be implemented. It was agreed to review job descriptions and update where necessary. All present were unanimous in their confidence in the Breed Secretary.	CWN
<b>13. Any other business</b> <ul style="list-style-type: none"> <li>• Risk assessment</li> <li>• Trustee training</li> <li>• Smallholder bull – report to next meeting</li> <li>• Dexter Cattle Society trademark (Dexter Belt) – Sue Archer to query costs for the next 10 years and report back to next meeting</li> </ul>	MBan/BR SA
<b>14. Date of next meeting</b> Monday 16 <sup>th</sup> March 2009 or Wednesday 18 <sup>th</sup> March 2009 Venue to be advised	
<b>The Meeting closed at 5.35pm</b>	

<b>ACTION POINTS:</b>	
<b>1. Treasurer update</b> <i>Financial Report</i> <i>Subscriptions</i> <b>Secretarial Report</b> <i>Herd DNA and Overseas registrations</i>	MR MR/SA SA
<b>2. C10 model articles/constitution</b>	MT/TS
<b>3. Membership survey</b>	TS
<b>4. Procedures and protocols, staff appraisal, job descriptions, risk assessment &amp; Trustee training</b>	CWN
<b>5. Bull scheme, judges training, Field Officers</b>	MBan MB
<b>6. AI &amp; Sire directory update</b>	MBan
<b>7. Meeting/travel costs</b>	CWN
<b>8. Bulletin &amp; Show costs</b> leaflets are being costed at present	SA
<b>9. Merchandise</b> <ul style="list-style-type: none"> <li>• Ongoing and a report will be available for the next meeting</li> </ul>	MR/SA /CWN
<b>10. Annual Herd Return and herd book</b>	SA
<b>11. Herd book photos</b>	MB
<b>12. Office move update</b>	SA
<b>13. Export leaflet</b>	MR
<b>14. Native Breeds Update</b>	SA
<b>15. Genetics Project meeting</b>	CWN
<b>16. President, Rotation &amp; Roles of Trustees</b>	CWN
<b>17. Diary dates and timescale</b> <i>Date &amp; venue of AGM</i>	MR
<b>18 AOB</b> <ul style="list-style-type: none"> <li>• Smallholder bull – report to next meeting</li> <li>• Dexter Cattle Society trademark (Dexter Belt)</li> </ul>	MBan/ SA

Signature:

Date: