

Minutes of the Annual General Meeting of the
Farriers Registration Council (AGM) held by Video-Conference call
Wednesday 21 April 2021, commencing at 09.35hrs



Present

Mr D A Hall BSc (Hons) DipWCF (Hons)
(Chair)

Mr B Benson

Mr Y Breisner

Mr A B Charlwood

Mr T B Daniels DipHE DipWCF

Mr I Davidson

Mr D T Gardner AWCF

Mr R P May AWCF

Mr S Moore FWCF

Mr M Peaty BVSc CertEP CertES MRCVS

Mr M Potter

Dr M Smith

Mr T Smith FWCF Grad Dip ELR (Deputy Chair)

Dr J Sutton

Mr M Weston

Appointed By

Elected Member

British Farriers and Blacksmiths Association

British Horseracing Authority

The Worshipful Company of Farriers

Elected Member

Scottish Enterprise

Elected Member

The Worshipful Company of Farriers

British Farriers and Blacksmiths Association

Royal College of Veterinary Surgeons

Lantra

Royal College of Veterinary Surgeons

Elected Member

The Worshipful Company of Farriers

British Equestrian Federation

Apologies

Operations Superintendent K Colman RSPCA

Staff

Brigadier D J Greenwood (Registrar)

Mrs N Finck (Deputy Registrar)

Mrs V Jones (Assistant Registrar)

Public

There was one member of the public expected to be observing the live video stream.

1. Apologies for Absence and Welcome

Apologies were received from Operations Superintendent K Colman.

The Chair welcomed new Members of Council: Mr T Daniels DipHE DipWCF, Mr D Gardner AWCF and Dr J Sutton to the meeting.

Council members were reminded of the importance of following conference call meeting etiquette which had been circulated in advance of the meeting. Council Members were also reminded that meeting papers published on the FRC intranet were confidential to the Council and not to be copied or shared.

The meeting was opened and the live stream was commenced for the member of the public observing.

2. Declarations of Interest

Council Members declared possible conflicts of interest as follows:

Mr D Hall – paid contractor of Jockey Club

Mr M Peaty – appointed by the RCVS, Veterinary Surgeon, BEVA

Mr S Moore – appointed by the BFBA and member of the WCF Examination Board

Mr R May – appointed by the WCF and member of the BFBA

Dr M Smith – appointed by the RCVS and Independent Veterinary Consultant

Mr T Smith – member of the BFBA and WCF Freeman

Mr A Charlwood – appointed by the WCF

Mr M Potter – appointed by and CEO of Lantra

Mr B Benson – appointed by the BFBA and WCF Freeman

Mr M Weston – employed by BHS, appointed by BEF

Dr J Sutton - appointed by the WCF, Chair of WCF Examinations Board

Mr T Daniels – member of the BFBA

Mr D Gardner – member of the BFBA

Mr I Davidson – appointed by Scottish Enterprise

3. Minutes of the Annual General Meeting – 22 April 2020

The approved minutes of the Annual General Meeting held on 22 April 2020 were noted.

4. Matters Arising from the AGM which are not Agenda items and which have not been progressed at ordinary Council Meetings

There were no matters arising.

5. To Approve:

5.1 Committee Membership

The Council considered membership of its committees for 2021 and agreed that:

Registration Committee (RC) – The RC consists of 6 members. The Council **APPROVED** the continued appointment of Mr Y Breisner as Chair and the membership of the RC. Dr M Smith had joined the committee in succession to Mr M Peaty.

Approvals Committee (AC) – The AC presently consists of 2 members supported by 2 contractors. The Council **APPROVED** the continued appointment of Mr M Peaty as Chair and the existing membership of the AC.

Finance Committee (FC) – The FC may consist of up to 7 members. The Council **APPROVED** the continued appointment of Mr A Charlwood as Chair and the membership of the FC. Mr T Smith had joined the committee in succession to Mr B Benson.

A list of Council Committee memberships and Council representatives to the Farriery Apprenticeship Steering Group (FASG) was set out at Appendix A to the Council papers and **APPROVED** by the Council.

The Council was asked to note that FASG had not met for 3 years; it may therefore become necessary to consider the leadership, role and function of the FASG in future.

5.2 2020 Audited Accounts

Mr Charlwood presented the Audited Accounts for 2020 for Council approval. The Council noted that there had been no observations from the Auditors by way of a management letter. Mr Charlwood summarised the operation of the Council's accounts and offered that the manner by which the accounts were compiled by the office was exemplary, and commended Mrs Finck in particular on this achievement. The year had ended with a small operating surplus that would replace some of excess of expenditure taken from the reserves fund over the last 5 years, and attributable to operation of the Council's statutory obligations. It was noted that budget estimates were drawn up to deliver a balanced programme each financial year and were not retrospective; the Retention Fee for 2021 was set on the same basis. A member queried the level of debt write-off incurred which had increased; the Council noted that there had been an increase in those failing to pay the retention fee over the preceding two years and this money was now unlikely to be recouped.

The Council **APPROVED** the Audited Accounts for 2020.

5.3 2020 Annual Report

The Council considered the draft Annual Report for 2020.

The Council **APPROVED** the draft Annual Report for 2020 for publication. The Council was reminded the report, including the Audited Accounts, would be published on the FRC website and hard copies made available on request.

In discussion it was noted that as at 1/1/20 all ATFs on the ATF list had completed the TTFA. 169 ATFs remained on the list, of which 125 (74%) were actively training apprentices. The Council noted that there was a measure of spare capacity within the existing cohort to meet any new demand for training,

dependent on whether ATFs wished to take an apprentice into training.

6. To Note:

6.1 Annual Declarations and Confidentiality

It was noted that in accordance with the 'Countering Financial Crime Risks' policy, all Office Holders and Council employees had completed an Annual Declaration for 2021. Additionally all Office Holders had submitted annual confidentiality statements.

Any Other Business (AOB)

There were no matters of AOB.

The meeting concluded at 09.50am

Annex A: FRC Policy and Guides APPROVED during this meeting

- 2020 Audited Accounts
- 2020 Annual Report