



MINUTES

For the Meeting of the **BOARD OF DIRECTORS** **THE GOVERNING COUNCIL OF THE CAT FANCY**

Wednesday, 9 January 2019 at the Kennel Club, Clarges Street, Piccadilly, London



Present: Mr John Hansson - Chairman
Mr Sean Farrell - Vice-Chairman
Mrs Valerie Anderson Dr Gillian Bennett
Dr Peter Collin Mr Steve Crow
Mrs Hilary Dean Mrs Rosemary Fisher
Mr Thomas Goss Mrs Shelagh Heavens
Mrs Catherine Kaye Mrs Jen Lacey
Mrs Elaine Robinson Mrs Lisa Robinson-Talboys

BD3824 MEETING INTRODUCTION

1. **Apologies for absence.**
1.1 Apologies for absence were given on behalf of: Mrs Lynda Ashmore, Dr Bruce Bennett, and Ms Sandra Devereux.
2. **Chairman's opening remarks**
2.1 The meeting was opened at 11.30am. The Chairman thanked those present for attending and reminded them it was a full agenda with plenty of business to get through.
2.2 There were no other general observations.

BD3825 MINUTES OF PREVIOUS MEETINGS

1. **The Minutes of the Board meeting of 14 November 2018**
1.1 These had been circulated after the meeting, and subsequently. Minor typographical errors had been corrected.
1.2 They were approved as presented with no queries. **1 abstention**
Action: publication on the GCCF website **JL/RF**
2. **Matters arising from the previous minutes**
2.1 BD3813.1 The Maine Coon BAC had been informed of the Board's comments, but there had been no club response to date.
2.2 BD3821.2 Chartreux registration policy. The Breeder Group had agreed the two changes suggested by the Board and submitted the policy for inclusion on the February Council agenda. This was approved.
Action: publication with the agenda for the February Council meeting **JL**

BD3826 DECLARATIONS OF INTEREST

1. **Unregistered interests declared for the business of this meeting**
1.1 It was noted that the judges present would benefit by the terms of the 'accelerated scheme', but confirmed that this was not a pecuniary interest, and some would probably not take up the options offered.
1.2 Two Board Members mentioned links with clubs that had show licence applications pending. **INFO**
2. **Registration of the change in Board Membership with Companies House**
2.1 Mrs Marriott-Power was to be removed from the list of Directors and Ms Devereux added.
2.2 Mrs Fisher was awaiting information sent by post that would enable her to make the updates. **INFO**

BD3827 FINANCE

1. **Draft minutes of the November Finance meeting**
1.1 There were no questions raised on these to be put to the Finance Committee.
1.2 The bookkeeper had responded at the FC meeting to queries raised at the previous Board meeting, and these were on record at FC795.1 **INFO**
2. **Financial Update on 2018 business - p&l details**
2.1 Mrs Penwell had supplied the profit/loss figures for November, based on payments to/from the Lloyds bank account. As requested the year to date figures and variations on the budget were included to give a fuller picture and enable comparison. Income/expenditure for the Supreme Show were no longer included. The format was closer to that used by the previous OM.
2.2 It was observed that the figures presented did not always tally with what was known. Payments made to BACs were given as an example. It was thought probable that entries made, and coding used, did not necessarily show the figures in the lines expected. The figures given under 'miscellaneous' showed a far higher total than that predicted in the budget forecast.
2.3 Income for the month was slightly higher than forecast, but the transfer of the balance from the Santander account to the Lloyds was included. No payment had been received from Agria.
2.4 The expenditure level for the month was slightly above forecast, and was at 102.58% for the year overall. It was noted that computer consultancy and HR figures were well above the forecast amount.
2.5 It was concluded that with income expected to be below forecast, and expenditure substantially higher there was good indication that gross profits would be far less than predicted in the forecast for 2018. **INFO**

3. **The preparation of the 2018 accounts for examination or audit**
- 3.1 An estimate of £8000 for a full audit had been obtained from Monahans. In discussion the need for this was acknowledged as there had been several changes in senior Office personnel and it would give a base line for those newly appointed. A vote was taken and a full audit was unanimously agreed.
Action: Monahans to be informed OM
- 3.2 The 2018 budget showed a total of £31,000 would be brought forward as capital spending from 2016/17. An estimate of £15,000 had been set for 2018. It was agreed that capital spending should be discussed at the FC meeting when end of year totals would be known. The amount of development work done by the programming consultant required confirmation as this could be considered as capital spending.
Action: these matters to be on the agenda for the February FC meeting. JL
4. **Property re-evaluation**
- 4.1 The Chairman stated he had requested estimates to be sought for a re-evaluation of the Bridgwater Office and it was agreed it would be sensible to establish the property's current value. If an estimate were received in time this figure would be shown in the 2018 accounts and be the base line for future depreciation.
- 4.2 There was a brief discussion on whether it would be sensible to consider selling in the future and renting, as maintenance cost were high. It would also provide an opportunity for relocation. INFO
5. **Bank account access & account protocols report**
- 5.1 All money from Santander (deposit & current accounts) had now been transferred to Lloyds, a total of £8096.12. It was agreed it should be transferred to the Cambridge & Counties to earn interest.
Action: transfer to the C&C OM
- 5.2 SH had made enquiries about access to GCCF's Euro account, but had not yet been given the necessary information. It was not known how closely it was linked to the company's Lloyds current account, but thought that it should be. It was not known whether payments were being made to this account for GCCFI registrations. There was a need for the process to be understood and documented.
Actions: further enquiries to be made with Lloyds SH
check to be made with the bookkeeper on receipt of payment from Eire OM
these matters to be further discussed at the February FC meeting JL
- 5.3 The GCCF bank card left by Ms McIntyre had been destroyed and another obtained for use in the Office. Ms McIntyre's access to all GCCF bank accounts had been cancelled.
Action: review of access to accounts to be made with addition & deletion as necessary SH/RF
6. **New card processing provider**
- 6.1 Investigation into Paypal, Stripe and Payment Sent had been recommended. It was necessary to know their terms and conditions as to how they would be applied to the GCCF volume of transactions.
- 6.2 There was some concern expressed on the use of Paypal particularly as it was thought to charge highly for small transactions. It was also acknowledged that if the t&c were not favourable to GCCF, or there was additional risk, it could possibly be better to remain with Netbanx despite the higher cost.
Action: a report to give cost comparisons to be prepared for FC OM
- 6.3 There was some discussion on passing on some of the cost for card use to customers. It was known that some clubs did this and it was accepted. £2 was suggested as possibility. INF
7. **Investment account update**
- 7.1 RF confirmed that this had changed little from as reported to FC in November (FC795.6)
- 7.2 It was noted that the interest of £90 monthly from the Aldermore was now being rolled over back into the account. As it was not now paid into the Lloyds current account it was not now shown on the monthly p/l sheet.
- 7.3 The bookkeeper did not yet have access to to these accounts.
Action: access to be given OM
8. **Implementation of the charges for STAR & client account establishment**
- 8.1 There was no further discussion on charges proposed by FC and and agreed at the November Board meeting.
- 8.2 Mrs Penwell had reported that Monahans were satisfied that client accounts should be separate from GCCF accounts by record, but a separate bank account was not necessary. PC reported that he had received professional advice that another bank account was necessary.
- 8.3 It was agreed that LP should clarify with Monahans, and, if the previous information was confirmed, a check should be made with the IoD or the Institute of Chartered Accountants.
Action: Monahans to be contacted OM
any necessary check JH
9. **Electoral Reform Society costs**
- 9.1 It would be approximately £600 for representatives of the ERS to be present at the Electoral Council Meeting to oversee the voting and tally the result. It would be approximately £1750 for ERS to manage the elections by a postal vote that would include all delegates. The ERS was experienced in managing the electoral procedures of similar organisations to GCCF.
- 9.2 The cost of having Office staff at the electoral meeting was £470 approximately, and they were not productive in normal business on that day.
- 9.3 It was agreed that the this information should be passed to the delegates present at February Council for consideration. It would be ascertained if there was preference for postal voting or use of the ERS at the meeting.
- 9.4. It was noted that club returns would have to have been received and payments made. Those who required any type of dispensation could be added only if voting was carried out on the day of the meeting.
Action: notice of this information to be prepared for the February Council agenda JL

1. **Draft minutes of the December HR meeting**
 - 1.1 The amounts given for junior staff salaries were queried as a staff member working part time seemed to be on a higher hourly rate than one working full time, according to known hours worked. It was confirmed that the hourly rates were the same and intended to be so. Accurate information on the number of hours worked had not been available at the meeting.
 - 1.2 It was stated that the volunteer noted by the initials of CTR was Caroline Turner-Russell who lived in the south west and who had offered computing, accounting and management skills to assist until a new Office Manager could be appointed and in post. INF

2. **Salary review for junior staff members**
 - 2.1 The review of staff salaries had been completed and all were now paid at above the minimum wage.
 - 2.2 It was noted that the IC/DC Secretary would be absent for six weeks. She had taken one week of annual leave and five weeks unpaid leave. INF

3. **General update on staff & Office - report from the Acting OM**
 - 3.1 The Acting OM (RF) reported that to date there had been fifteen applications for the OM vacancy and four had been shortlisted for interview. Three seemed to be particularly strong by the information supplied in their CVs, supported by information available online. Interviews were scheduled to be held at the end of the third week in January.
 - 3.2 Mrs Fisher observed that her first days in the Office had not been easy as the staff were now unsure what to expect, but there had been some improvement. She had found that written procedures to be followed lacked detail and accuracy and she hoped to improve on these. Also, she believed more training was needed to give the staff confidence to work on their own initiative. A future OM would need to be experienced in team building and be inclusive. There needed to be an 'office culture' change.
 - 3.3 There was an IT backlog that needed to be dealt with, particularly in respect of bug fixing and testing. It was hoped that CTR would be able to assist with this, and /or support the staff to do so. There were also volunteers who could possibly help out.
 - 3.4 The member of staff whose temporary contract had been extended was proving useful. He had a good communications skills and used his initiative to ensure small tasks were concluded. There had been no problems and other members of staff had been supportive of his re-appointment.
 - 3.5 The Board expressed thanks to RF and asked that a message of appreciation should be passed to CTR. INF

4. **Proposal from Aspirata Ltd**
 - 4.1 A proposal from Aspirata Ltd (a company owned by Sally Rainbow-Ockwell) to manage the GCCF Office during the period when there was no permanent OM had been circulated to the Board during the holiday period. A detailed list of services was included and a benefit/risk assessment provided. The cost to GCCF would be £1800 per month.
 - 4.2 The Board had agreed that it was a matter to be discussed at a meeting rather than by email. Therefore the deadline given for a decision was passed, but the matter was considered.
 - 4.3 It was acknowledged that there were benefits, but neither was it risk free as declared. Consideration was given particularly to the information provided in the AOM's report.
 - 4.4 It was agreed to continue with the volunteer help provided rather than purchase the package, and hoped that SRO would continue support as IT Project Manager.

Action: this information to be passed to SRO JH

5. **Office security & safety update**
 - 5.1 The Vice-Chairman reported a meeting with a security company (Coomber Ltd) at the Bridgwater premises to discuss an upgrade to security following incidents in 2018.
 - 5.2 It was recommended that seven cameras should be installed, four external, and 2 on the ground floor and one in the large Office. (The last to be on out of business hours only).
 - 5.3 The burglar alarm panel had been assessed as no longer fit for purpose, but could be upgraded and sensors provided. The police could then be notified directly which would remove the need for an OM to attend the building if an alarm was triggered. There could be inspection of the premises made by camera.
 - 5.4 The total cost of the package was £867.67. There was unanimous agreement that this security should be installed.

Action: purchase to be made from and installation arranged with Coomber SF

6. **Confidentiality Contract for volunteers**
 - 6.1 This had been drafted so that volunteers who assisted GCCF and had access to sensitive business information within the Office should understand that confidentiality was required. It was based on a standard non-disclosure agreement (NDA) for volunteers working with charities.
 - 6.2 It was queried whether action would be taken if the NDA was breached with the response that it was anticipated that the GCCF disciplinary system would be used rather than court action be taken. This was the purpose of the final statement which was as used in the Code of Conduct for Judges.
 - 6.3 It was agreed this should be signed by volunteers and copies retained on file at the Office.

Action: for use by the office management OM

1. **Prefixes circulated**
 1. 24 prefixes in total had been circulated in advance on two occasions. There had been no objections to any and they had been published on the GCCF website. INFO

2. **Request for a prefix change**

2.1 It was agreed that Anelarags (issued recently and not used) could be changed to Taylorsrags.

Actions: owner to be informed and the system updated.

OM

BD3830

BUSINESS MATTERS

1. **The GCCF partnerships**

1.1 The Chairman had recently had a meeting with Agria and reported that there was concern because the conversion rate for the kitten policies was dropping. However, this was difficult for GCCF to influence as it depended on new owners taking out full policies. Those who shopped around for insurance more often considered costs other than possible benefits.

1.2 It was noted that an Agria representative wished to attend the BS meeting and this was agreed. She would also be attending shows to take opportunities to discuss exhibitor insurance concerns. It was recognised that misinformation about HMRC using Agria to obtain breeder information should be countered.

1.3 A meeting room was available at Aylesbury, but the town did not have good rail links.

1.4 There had been no recent communication from Royal Canin.

INF

2. **The contract with GCCFI**

2.1 There was no update on the contract and no adequate record on how the registration process and payments were operating. It was hoped RF/CTR would be able to investigate this further with the bookkeeper.

2.2 It was noted that the NI Midland Show had been cancelled, but it was a show known to have had problems on previous occasions. The STAR system could not be used at the short notice given.

2.3 RF had identified that the registration process for breeders in Ireland could be simplified if there was a check list of requirements made known in advance of a registration being made. She planned to work with Caroline Wren and learn more about the registration provision process.

INF

3. **Report from the Canine & Feline Sector Group & associated organisations**

3.1 SC reported a meeting had taken place on 14.12.18. It had been noted that there there was a lot of information provided on buying puppies and kittens, but public awareness remained low. It was hoped that there would be a DEFRA campaign on responsible pet buying.

3.2 It was also intended that the Kitten Check launch should be sponsored by DEFRA and take place at the British Library in conjunction with a cat themed exhibition.

3.3 The licensing of rescue and rehoming centres was scheduled to go ahead, with a consultation planned for the spring. It was expected that small (domestic) organisations would be affected.

3.4 The ban on third party sales had been postponed at least until October.

3.5 It had been reported that the supply of veterinary medicines, anaesthetics and vaccinations could be affected by a no-deal Brexit.

INF

4. **Review of the Breeder Scheme & associated Office processes**

4.1 It was noted that the Office procedure stated that the Board should be contacted for applicant information before there was a check made on club membership, and agreed that this should be the other way round.

Action: Office staff to be informed

OM

4.2 JL had collated a list suggestions to date on improvements for the Breeder Scheme. Some related additional benefits for breeders and others to improved vetting for applicants. It was agreed that this should be circulated to electronic contacts and comment invited via the website & FB

4.3 PC hoped to attend the meeting on 12 March and Esther Atkins (IC & previous Animal Welfare Officer) would be invited. Others with special knowledge/experience would be welcome.

Action: consultation to be made asap

JL

5. **Request from Indonesia**

5.1 A request had been made from a breeder/exhibitor in Indonesia to establish links with GCCF with a view to future affiliation. It was noted this was one person rather than an organisation.

5.2 It was agreed that GCCF information should be provided: Breeding Policy, Code of Ethics, recognised breeds, show & registration rules etc. Also, the enquirer would be asked if she had ideas on how any links could be developed, and what provision she would like from GCCF.

Action: a polite response to be made

OM

BD3831

IT INFORMATION

1. **IT report**

1.1 An IT report had been circulated shortly before the meeting and it was noted that it was a positive that there had been no major problems in December.

1.2 It was noted that there was a serious backlog in testing, but thought entirely impractical that an 18 January deadline should be set for this when it had built up over at least two months and some instances had summer dates.

1.3. A meeting was planned for 11 January and it was agreed that clarity on the testing requirements and some prioritisation should be set for the list. CRT knew possible volunteers to assist and there were others suggested by Board members. Some surprise was expressed at the number of bugs to be dealt with as the system had now bedded in and there was a programmer to assist as and when necessary.

1.4 It was agreed that Systemagic would be retained as IT support at least until a new OM was in place and there had been opportunity to assess alternative providers.

1.5 SC gave an assessment of the priorities in the list of projects provided. It was agreed that platform migration should be discussed, with the process and cost determined. It was also important for all financial processes to be audited and a new card provider would be considered with this. The IT development testing processes, the migration to the Office of STAR, a risk log and the implementation of a 'help-desk' were also important.

1.6 It was agreed that CTR would be asked to review this list to add anything she considered important. She would be asked to participate in the meeting. **INFO**

2. **Support & development in 2019 - IT management solutions**

- 2.1 Five options had been identified. These ranged from extending Leon's contract to at least the end of June, employing others to develop and maintain the system, to combinations of paid staff and volunteers and relying solely on volunteer assistance.
- 2.2 It was thought that relying only on volunteers was high risk as there was little control on when they worked and what they did. Long term it would be useful to have a mix, but the transition was difficult.
- 2.3 It was agreed that the new OM should have input which would mean extending Leon's contract until 30 June. This extension was proposed and agreed.
- 2.4 It was agreed the emphasis in the months ahead had to be on bug fixes and the completion of existing projects, rather than any further development.
- 2.5 CTR had observed that IT was driving the company rather than supporting it. It was hoped she would be in a position to liaise with Leon to gain a more exact understanding of what he was doing for GCCF.

Action: liaison with the IT team

SC

3. **Computer system access**

- 3.1 There was concern that those who were judges and had access to the system could look up the cats that would be present in certificate classes at STAR shows. It was known there was some exhibitor dissatisfaction on this matter.
- 3.2 It was acknowledged that this was a possibility but recognised that any judge who had access to social media could probably find the same information, and some exhibits were well known anyway. Exhibitors who distrusted any judge did not have to show under him/her.
- 3.3 It was agreed that the GDPR principle of access to information only where there was need should be applied, but care also had to be taken not to limit too rigidly as this could lead to difficulties with access. **INFO**

BD3832 CLUB & BAC MATTERS

1. **An update on club & BAC returns from 2017**

- 1.1 SH reported she had had success in getting a response from some clubs, but recommended that a line should now be drawn under 2017 as there had been some difficulty in ensuring the Office records were accurate.
- 1.2 This was agreed. **INFO**

2. **BAC sanctions**

- 2.1 BACs that did not make returns were in breach of their constitution. It was agreed that a line should be drawn for 2017 as was the case for clubs. In 2018 BACs that did not make a return would be referred to the Board with the possibility of suspension and its consequences. (FC797.1)
- 2.2 This was agreed. **INFO**

3. **Preparation for the 2018 returns**

- 3.1 A letter had been drafted that was to be sent out to club officers reminding them of the need to make their 2018 returns by 1 May 2019, or make a dispensation request. Sanctions would be applied if these were not submitted.
- 3.2 It was noted that reference was to be made to the necessity of the examiner signing the paper returns form.
- 3.3 SH requested an admin email that would send mail to her directly.

Actions: Systemagic to be asked to establish an email connection letter to be amended and then sent to club officers

**OM
JL/OFFICE**

4. **Status change from breed to all-breed club for the Colourpoint Cat Society of Great Britain**

- 4.1 The CCSGB was a breed club entitled to BAC participation. Other clubs that had been granted a change of status to all breed had been specialist, catering for a section or several breeds.
- 4.2 It was agreed that to allow the change would set a precedent that other breed clubs could wish to follow and this could be to the detriment of the BAC system, therefore no consent was given.
- 4.3 It was thought that the application should be reported to Council to take delegate comment on the matter.

Actions: the CCSGB to be informed & a discussion item on the February Council agenda **JL**

5. **Name change request from the Central LH, SLH & All-Breed Club**

- 5.1 The club had applied for a name change to shorten its title as this was unwieldy on show certificates and club show stationery.
- 5.2 This was thought extremely sensible and agreed. The club would now be known as the Central All Breed CC.
- Action: the club to be informed of the Board's decision** **JL**

6. **Name change request from the Aztec Cat Club**

1. The club catered for breeders and pet owners with both Ocicats and/or Aztecs and wanted to reflect his in their club name. They had requested becoming the Aztec and Ocicat Club.
2. It was observed that the name included the name of another club and it could appear that the two had combined. This had been disallowed previously in similar circumstances. It was also noted that it seemed unnecessary.
3. The change was not approved.

Action: the club to be informed of the Board's decision

JL

7. **Provisional Membership Criteria**

7.1 Byelaw 4(1) & 4 (5) required a club to have 50 members for provisional and full membership of GCCF, although dispensation had been given on several occasions.

7.2 It was acknowledged that this would be impossible for a small breed club, and agreed that it should be amended for new breed clubs that were the sole representatives of the breed.

Action: an amendment to the Byelaw to be drafted & circulated ready for February Council **JL**

BD3833 **SHOW MATTERS**

1. **Show changes to report**

1.1 The Tabby Point Siamese & Progressive Breeders CC would be sharing a venue and SM with the Lilac Point Siamese CS at Melbourne College, Royston on 17.8.2019

1.2 The Chinchilla, Silver Tabby & Smoke CS & Red, Cream & Tortoiseshell CS had changed their shows' date from 23.11.19 to 30.11.19.

1.3 Miss Lesley Simpson had submitted 3 certificates and was approved as an SM for Breed Shows.

1.4 The Board had been circulated this information (1.1-1.3). No queries had been raised. **INFO**

2. **Show changes for approval**

2.1 Colourpoint CC on 19.1.2019: S Devereux to replace K Short as SM, with ASM D King.

2.2 The same show team was requested for the Colourpoint CC show on 20.1.2020

2.3 National CC Show at Bracknell in December 2019: date change request from 14.12.2019 to 7.12.2019.

2.4 These changes were approved.

Action: the clubs to be informed of the Board's decision **JL**

3. **Show licence applications**

3.1 The Colourpoint Society of GB had applied for 7.12.2019 to go back to back with the National CC at the same venue and with C Pike as SM. This would have to be a breed show.

3.2 The Tonkinese CC had applied to hold a show on Sunday, 22 September 2019 at Worplesdon, Surrey with C Roberts as SM, and to include all Section 5 breeds.

3.3 The Asian Group CS had applied to hold a show back to back with the North West CC on 21.9.2019 at Leigh Indoor Sports Centre, Greater Manchester WN7 4JZ, with S Devereux as SM. The licence to include all Section 5 breeds.

3.4 The Scottish Rex CC had applied to hold a show on 3.8.2019 at Rutherglen United Reform Church, Johnstone Road, Rutherglen, Glasgow G73 2QA., with Kate Ekanger as SM.

3.5 These licences were approved as requested.

Action: the clubs to be informed of the Board's decision. **JL**

4. **Show guidance on exhibit presentation**

4.1 There was no further discussion on this, as no revisions had been made. **INFO**

5. **Signatories for applications on paper and online**

5.1 It was probable that clubs would have the facility to apply for a show licence on line in 2019. Club Officers or an SM could supply the information, but the Club would be responsible for the agreement to accept the terms and conditions, and for making the payment, as at present.

5.2 The paper application form seemed to be no longer available from the website. It was agreed it should be and LRT would then make the amendments agreed at the November Board meeting and circulate the Board.

Actions: to make available an application for (pdf) and amendments to this then made **OM/LRT**

6. **Show closure**

6.1 A letter had been received from a judge suggesting that the Board should consider amending the rules on show closure. He expressed concern for cat welfare with the existing rules as all were kept to the end of the show regardless of any stress.

6.2 The Board was aware that an incident at one show had triggered discussion on show closure. There was some sympathy for the views expressed, but a staggered exit for exhibitors would have to be able to be operated fairly and be workable for the SM team.

6.3 It was also acknowledged that some shows were dependent on their gate entry and needed exhibitors to keep their cats in their pens until the advertised end of the show.

6.4 The judge to be thanked and invited to send any ideas for a workable system for Council discussion.

Action: letter to be sent in response **JL**

7. **Sprays at shows**

7.1 JL reported that this would be on the agenda as a discussion item for the February Council agenda. The Veterinary Officer had thought it sensible to exclude all but disinfectants, but if people wished to use odourless calming aids on bedding in advance there would be no way of detecting this.

7.2 It had been noted that some schedules referred to sprays not being used in the show hall, and others did not. There was no specific mention of the use of sprays in the rules.

7.3 It was observed that the notes for SM use on the website were outdated and not in an easily readable format as there had been additions and deletions over years. A complete revision was required.

Action: SM website notes to be revised **ER/LRT**

1. **Report of feedback and enhancements to the proposals for the 'Accelerated Scheme'**

- 1.1 PC had circulated the proposals to judges and BACs and reported that feedback received had been nearly all positive. New details had been added based on the contributions made.
- 1.2 The scheme was time limited and would be for a three year period: June 2019 - June 2022.
- 1.3 It was proposed that a judge who would become a Full Judge (with Provisional Status) because of eligibility to award cats of the breed list Grand or Imperial Certificates, should be opted into all breed lists they were eligible for at no cost, with the judge and the BAC(s) notified. Judges would be required to opt out if they did not wish to participate in the scheme.
- 1.4 Some concern was expressed as it was thought some judges could be overloaded without this being realised. An opt-in to the scheme indicated commitment to wanting to be involved with a breed and allowed individuals to proceed at at their own pace without undue pressure.
- 1.5 The minimum period of one year had been removed, as suggested.
- 1.6 Concern had been expressed that it would be difficult to differentiate between FJs and FJ(P)s on the system, but as a date could be inserted to indicate the period of the scheme (June 2022) and extensions to this added if necessary, there would be a record made which would carry forward to the judge's own personal records.
- 1.7 The scheme required a Panel of Judges to act as a non-confrontational Appeals Panel. It was noted that this was given as an outline and required further development.
- 1.8 In the extension of higher title eligibility it was requested that the very few judges who had gained eligibility to judge an Imperial shortly after June 2018 should have the same status as those judging an Imperial on 31 May 2018. It was agreed that there could be dispensation.
- 1.9 Judges gaining the right to be a FJ(P) to a breed(s) not previously judged would be required to do 6 tutorials over a minimum of 12 months. It was hoped this would redress the balance between the emphasis on training to award breed certificates and more easily gaining imperial eligibility in the multi-breed sections.
- 1.10 It was observed that the Accelerated Scheme and extended Higher Title Eligibility gave a lot to experienced judges but not so much to those beginning or thinking of judging. It was thought that care should be taken to be inclusive of younger judges and give a commitment that the next stage of the restructure would benefit them.

Action: the proposals to be reformatted and go forward to February Council

PC/JL

2. **Revised proposals to update the Stewarding Scheme**

- 2.1 Kate Kaye had revised the proposals based on comments received from Board members at the November meeting and further consultation with the Judge Training Review Group.
- 2.2 She explained that the current stewarding scheme focused upon familiarisation with show procedure and acquiring some knowledge of the breeds in all sections and how they should be handled. The transition to judge from that point was considerable. Currently, stewards had not received much training in evaluating and placing cats, and none at all in preparing critiques.
- 2.3 The revised scheme sought to bridge the gap and make transition from steward to judge a smoother process. It was intended that there should be tuition and advice with support to aid learning followed by assessment.
- 2.4 It was agreed the revised scheme should go forward to February Council in plain text. It was requested that there was clear indication of what it is replacing so that candidates and BACs were aware of exactly what was new.

Action: to be on the agenda of February Council

KK/JL

1. **Byelaw change to exclude Board members from the Investigations Committee**

- 1.1 There was a request from IC that the Board should propose an amendment to Council of Byelaw 11(5).
- 1.2 Those who were members of the GCCF Board would then not be eligible to stand for IC and this would mean IC was in line with DC and AC and further separate the disciplinary committees from the executive.
- 1.3 At the same time the byelaw would be amended to reduce the number of the quorum for IC from four to three of six members, which would also give consistency with the other two committees.
- 1.4 The Committee shall consist of six suitably qualified/experienced people (bound by GCCF rules) not GCCF Officers, nor members of ~~the Board or~~ the Disciplinary or Appeals committee as herein after constituted, elected by the Council at its Electoral meeting. ~~Two members only may also be GCCF Board Members.~~
Three members shall be a quorum to examine any complaint.....
- 1.5 It was unanimously agreed that the Board should put these amendments to Council.

Actions: IC to be informed & the amendments to go forward to a Council meeting.

JL

2. **Revision of the rules concerning vaccinations and boosters for cats being shown**

- 2.1 The Veterinary Advisory Committee had revised the vaccination rules following a request from a Council delegate at the October meeting. It was felt clarity was required to prevent cats being excluded from shows unnecessarily.
- 2.2 The guidance notes for Show Managers and Duty Vets had also had a thorough revision and this paperwork had been circulated to Board Members.
- 2.3 The rule changes and guidance notes were approved without query or amendment.

- 2.4 It was noted that the Oriental CA would bring to Council a rule change to raise the age that kittens could be shown from 14 weeks to 4 calendar months. This would mean 21 days before a first show after a primary course vaccinations, and so would amend the VAC rules. The VAC had been informed and supported this.
- 2.5 The Board agreed all proposals and accompanying paperwork should be a matter for February Council.
- Action: the proposals to be on the February Council agenda.**

JL

BD3836 REGISTRATION, TRANSFER & SOP MATTERS

1. Recognition of Neocat as a bona fide registering body

- 1.1 The Dutch club and independent registry, Neocat, had asked to be included on the GCCF list of bona fide registries to enable the acceptance of its certified pedigrees for imports. It had informed GCCF that it was the largest independent club in the Netherland and had been in existence for 50 years. It issued 5 generation validated pedigrees.
- 1.2 There had been some concerns raised on the information supplied and further enquiries made to which answers had been given.
- 1.3 It was agreed that Neocat be accepted as a bona fide registry.

Action: Neocat to be informed

OM

BD3822 EVENTS

1. Report from the 2018 Supreme Show

- 1.1 SC reported that the amounts given for income had had to be adjusted. The figure supplied for the gate had included the commission which would be deducted by the Ticket Factory. Therefore this would be reduced by £4000 approximately.
- 1.2 Monahans had advised that VAT should be paid on entry fees, which it was believed was not the case in previous years. Final clarification was to come, but the expectation was that income would be reduced by a further £4000. It was noted it was difficult to question this, because of the possibility of having to make VAT repayments for previous years.
- 1.3 It was noted that a small invoice had been received from the NEC. It seemed probable that the GCCF support required for the event would be approximately £20,000

Action: accounts to be completed when VAT information confirmed

SC

2. Plans for the next Supreme Event

- 2.1 The Chairman reported that the NEC had offered 26 October. He was waiting to see if a smaller hall would be available on this date to reduce costs.

INF

3. Any update from the 2018 National Pet Show

- 3.1 Mrs Heavens tabled a letter of resignation from the event organisers Mrs Taylor & Mr Gregory. They reported that the organisation required for the event had become increasingly challenging and they felt the level of support from the Office had deteriorated.
- 3.2 This was noted, but there was no opportunity for comment or discussion.

INF

4. The WCC Show 2021 - deferred

BD3838 MEETING SCHEDULE

1. Change of date and venue for the next Board

- 1.1 It was agreed that the date of 26 February offered by the Kennel Club was unsuitable.
- 1.2 It was hoped that the Conway Hall could accommodate the meeting on the original date of 5 March. This would be confirmed.

INF

2. Any other changes of date and/or venue for Board meetings - deferred

BD3839 ANY OTHER BUSINESS

None taken

The meeting finished at 5.15pm with items deferred as noted.

NEXT MEETING: **TUESDAY**, 5 March 2019, at 11.00 for 11.15am, at The Conway Hall, Red Lion Square, Holborn, London.