



# Sports Pony Studbook Society (SPSS)



## Minutes of the 2015 Annual General Meeting held on Saturday 9th January 2016 at Bury Farm, Buckinghamshire

Present:	Jackie Vincent	Meeting Chairman, SPSS Director, Company Secretary & Treasurer
	Lucy Sheldrake	SPSS Director & Studbook Manager
	Philippa Cole	SPSS Studbook Secretary & Committee Member
	Abigail Owens	SPSS Committee Member
	Kerstin Coward	SPSS Committee Member
	Carian Scudamore	Member
	Bev Brown	Member
	Sally Harris	Member
	Isobel Scruton	Member
	Dianne Kilshaw	Member
	Sarah Eberle	Non-member (note: present until start of formal business)
Apologies:	Jacke Mathieson	SPSS Director & SPSS Chairman
	Shelley James	Proxy vote
	Suzy Mainprice	Proxy vote
	Sue Browne	
	Lucinda Sims	
	Edith Rutherford	
	Jennie Loriston-Clarke	Member (note: signed in but left before meeting commenced)

Item on agenda	Description	Action
Meeting opened	Jackie Vincent opened the meeting, explaining that she was acting as Meeting Chairman as the SPSS Chairman and Director Jacke Mathieson was unable to attend due to family illness.	N/A
Pre formal meeting dialogue	<p>Sarah Eberle (ex Director) asked if proxy votes had been received and challenged if the meeting had quorum and was lawful.</p> <p>The Chairman advised there were 2 proxy votes and the meeting was indeed lawful and had quorum as per Article 22 and was fully compliant with the Companies Act.</p> <p>After some dialogue explaining of the meaning of Article 22, the Governing Committee took an action to propose a resolution for the 2016 AGM that improves the wording of the Article 22 to make it easier for members to understand. (Article 22 is included in the Memorandum &amp; Articles of Association)</p> <p>Isobel Scruton asked if she could speak before formal business was conducted raising her concern that SPSS Covering Certificates issued to stallion owners in 2015 allowed for signature by the stallion owner / veterinarian / AI technician. The Studbook Manager and Studbook Secretary explained the rigorous approach taken by the SPSS to ensure that all paperwork was correct before processing passport applications/foal registrations and highlighted the additional securities that have been introduced in the last 18 months relating to covering certificates and DNA testing.</p> <p>They also re-iterated that being such small studbook and knowing all stallion owners personally it is very easy to check the paperwork received and query/challenge anomalies (i.e. should a certificate be received from someone other than the stallion/semen owner). All Covering Certificates were now individually numbered with the numbers allocated to a particular stallion being recorded and checked and SPSS stallion owners express wishes were noted on file and conformed with.</p> <p>After this discussion, Isobel Scruton and Diane Kilshaw then made their apologies and left the meeting (to ensure they were with their stallions now the stables had opened to the public) followed by Sarah Eberle.</p>	Company Secretary/Treasurer to propose new wording for Article 22 for 2016 AGM
Formal Business	The Meeting Chairman then thanked everyone for attending the 2015 Annual General Meeting of the SPSS and introduced Lucy Sheldrake, her fellow director and Studbook Manager. Lucy read the Chairman's statement on behalf of the SPSS Chairman, Jacke Mathieson (see Annex A).	
Ordinary & Special Business	<p>The Meeting Chairman introduced the Ordinary Business and explained that a simple majority vote was necessary to pass Ordinary Resolutions.</p> <p><b>First Ordinary Resolution</b></p> <p>Jackie Vincent proposed that Kerstin Coward be elected as a Committee member (Kerstin was co-opted by the Governing Committee during the</p>	

Item on agenda	Description	Action
	<p>SPSS Stallion licensing/grading at Keysoe in October 2015).</p> <p>This ordinary resolution was seconded by Lucy Sheldrake and carried after the voting process.</p> <p><b>Second Ordinary Resolution</b></p> <p>Jackie Vincent proposed that Abigail Owens as a Committee member (Abigail was co-opted by the Governing Committee during the SPSS Stallion licensing/grading at Keysoe in October 2015).</p> <p>This ordinary resolution was seconded by Philippa Cole and carried after the voting process.</p> <p><b>Third Ordinary Resolution</b></p> <p>Jackie Vincent proposed that Lucy Sheldrake be re-elected as Director &amp; Committee Member. (Lucy had served 3 years as a Director).</p> <p>This ordinary resolution was seconded by Bev Brown and carried after the voting process.</p>	
Special Resolutions	<p><b>First Special Resolution</b></p> <p>As member Sally Harris was keen to leave the meeting, the 6<sup>th</sup> Agenda item was taken out of order and the Meeting Chairman introduced the Special Business and explained that a 75% majority vote was necessary to pass Special Resolutions as they are amending the Articles of Association.</p> <p>The Meeting Chairman guided attendees through the marked up copy of the SPSS Memorandum and Articles of Association (as circulated with the Agenda), explaining that the changes were minor corrections that hadn't been identified when the Articles had been reviewed prior to the 2014 AGM. (Apart from a few revisions proposed and approved at the 2014 AGM, these Articles were in the main as inherited from the prior Founding Directors when the society was incorporated.)</p> <p>Sally Harris proposed that Revision 4 of the SPSS Memorandum and Articles of Association (see attached marked up copy) be accepted with immediate effect. This special resolution was seconded by Lucy Sheldrake and carried after the voting process.</p> <p>Sally Harris then left the meeting (still leaving the AGM with quorum as per Article 22.)</p>	
Ordinary Resolutions (continued)	<p><b>Fourth Ordinary Resolution</b></p> <p>Jackie Vincent, in her role as the SPSS Treasurer and Director with responsibility for Finance briefed attendees on the SPSS Accounts for year ended 31<sup>st</sup> December 2014 (attached and copies of which had been given to attendees on arrival) and the Treasurer' Statement (see Annex B).</p> <p>Although not formally reported on at this AGM, Jackie also talked about the improved financial position at the end of 2015.</p> <p>Committee member Abigail Owens asked if the grading &amp; evaluation tour</p>	

Item on agenda	Description	Action
	<p>had broken even and was told almost but that was expected.</p> <p>Lucy Sheldrake then talked about the Governing Committee's desire to spend money to encourage sports pony breeding, giving the examples of a free page in the Stallion Guide for those SPSS stallions attending the day's Parade who were also standing with the SPSS in 2016 and the £25 discount for 2016 foal passports received by 1<sup>st</sup> November 2016.</p> <p>Member Bev Brown said that the SPSS did an amazing job of marketing the stallions and suggested that "Leader Groups" were a possible source of funding.</p> <p>Bev Brown also mentioned that she thought the SPSS was grading too many WPCS Section Ds. Lucy explained that the SPSS judges consider each stallion put forward for grading very carefully and only grade those that meet the Sport Pony stallion criteria regardless of their breed. Lucy also added that equally SPSS has been criticised in the past for not grading sufficient natives that were suitable Sports Pony stallions.</p> <p>Abigail Owens then proposed that the Financial Statement of The Sports Pony Studbook Society for the year ended 31 December 2014 and the Directors' Reports thereon be approved. This ordinary resolution was seconded by Carian Scudamore and carried after the voting process.</p>	<p>Action: Lucy to investigate "Leader Groups" as a source of funding</p>
<p>Ordinary Resolutions (continued)</p>	<p><b>Fifth Ordinary Resolution</b></p> <p>The Meeting Chairman introduced Philippa Cole, the Studbook Secretary, who explained that most of the Rule changes proposed were merely to align the Rules with what had become standard practise over the last few years.</p> <p>The Studbook Secretary then went through the marked up copy of the Rules (as circulated with the Agenda and given to attendees on arrival) explaining the background to the changes and that the most significant change was in the block below para 3.5 which introduces the requirement for DNA verification of pedigree for all late passport applications plus those where the foal is not with its genetic dam when the vet does the ID diagram. The date at which this was to be introduced was discussed and 1<sup>st</sup> March 2016 was agreed.</p> <p>Jackie Vincent proposed that the amendments to the Rules as detailed in the marked up copy circulated with the Agenda were accepted with immediate effect (apart from the changes to the block following para 13.5 which take effect from 1<sup>st</sup> March 2016).</p> <p>This ordinary resolution was seconded by Lucy Sheldrake and carried after the voting process. A marked up copy of the revised Rules is attached.</p>	
<p>Other Business</p>	<p>Lucy Sheldrake then outlined the plans for another "Tour" in 2016 then thanked everyone for their support of the 2015 events and Philippa Cole for all her work as Studbook Secretary.</p>	
<p>Meeting Concluded</p>	<p>The Chairman announced that the formal business of the AGM was over and, as the Stallion Parade had started and attendees wanted to watch, they were invited to come and talk to the Committee on the SPSS stand</p>	

Item on agenda	Description	Action
	during the afternoon.	
<b>Post Meeting note</b>	The Company Secretary/Treasurer sought legal advice on the interpretation quorum within Article 22 and the legal advice received was that Article 22 had been correctly interpreted but the wording could be improved, with some suggestions on how. The advice also extended to simply adopt the Companies Act 'quorum' which is 'two qualifying persons present' which cannot be misinterpreted.	See action above

#### Annexes:

- A. Chairman's Statement
- B. Summary of Treasurer's Statement

#### Attachments:

1. Sports Pony Studbook Society Accounts for year ended 31<sup>st</sup> December 2014
2. Marked Up copy of Revision 4 of the SPSS Memorandum and Articles of Association.
3. Marked Up copy of the 9<sup>th</sup> Edition of the SPSS Rules and Regulations

## **CHAIRMAN'S STATEMENT**

As I enter my second year as Chairman, I would like to reiterate what an honour it is to be a member of the Governing Committee of the SPSS that continues to build on the foundations set by our predecessors and drive the studbook forward to meet our goal of producing, evaluating and licensing competition ponies for FEI disciplines.

Firstly, I would like to reflect on the events of 2015 - and what a year it was!!!

A number of outstanding results for the studbook as a whole, including:-

- a considerable increase of in our membership
- SPSS Elite dressage stallion Rembrandt DDH, ridden by 13 year old Clare Hole, selected to represent Team GB at the Pony European Championships in Malmo, Sweden in August and bringing back Team Gold and British-bred ponies contributing to the British Eventing and Show jumping Teams also winning Gold - GREAT achievements all round!!
- First ever Mare Grading and Youngstock Evaluation Tour was undertaken at venues throughout the UK - covering 3 countries, 7 regions and 8 venues. There was seen a huge success not only from the point of view of chairman of the society as a new initiative that took the studbook to the breeders/owners for the first time; but also from a judges point of view, where I was honoured to be joined by Herr Hans-Heinrich Brüning from the German Hanoverian Verband. We were astounded not only by the quality and diversity of the ponies presented, but also by the number of ponies brought before us (more details of which will be covered by the Studbook Manager in her update later).
- The annual Stallion Grading took place at Keysoe in October, where myself and Hans-Heinrich Brüning and were joined by international show-jumper Geoff Glazzard, and had the pleasure of evaluating a selection of outstanding young colts, together with a number of more mature stallions who had already proved themselves in the competition sphere. The Irish-bred Connemara, Ardbear Spirit, fresh from a win at HOYS, was crowned a very worthy champion. A total of 10 stallions were accepted into the studbook, the bloodlines of which included our native breeds (Welsh, Connemara) together with those of our European neighbours.

Finally, as we look forward to the journey into 2016, I would like to thank my fellow committee for their hard work and continued support and wish every one of our members new and existing, all the very best for the future of sport pony breeding in the UK.

## **SUMMARY OF TREASURER'S STATEMENT**

### **Company Secretary's duties**

- 2014 Accounts finalised in February 2015 and lodged with Companies house on 19<sup>th</sup> September 2015
- 2015 Accounts due to be filed with Companies house by 30<sup>th</sup> Sep 2016
- Annual Return completed for Companies House 14<sup>th</sup> September 2015 confirming the current Directors & Company Secretary:
  - Jackie Mathieson - Director
  - Lucy Sheldrake - Director
  - Jackie Vincent - Director
  - Jackie Vincent – Company Secretary
- Next Annual Return due 12<sup>th</sup> October 2016

### **Treasurer statement**

#### **2014 Accounts:**

#### **Balance Sheet:**

At the end of 2014 SPSS had £7,716 net funds in the bank account, this is significantly less than the 2013 year end net funds of £11,247. However this is misleading as the end of year balance for 2013 was higher than it should have been due to late receipt of invoices for costs incurred in 2013. These were paid during 2014.

The reason for this is an invoice of £1,659.92 for the venue hire for the October 2013 stallion grading was not received and paid until early 2014. Had it been paid in 2013 that year end net funds would have been £9,587 not £11,247.

(The notes to the accounts on the Profit & Loss statement give an explanation of this.)

Therefore the net funds have really reduced from £9,587 at the end of 2013 to £7,716 at the end of 2014.

The main reasons for this are due to an increase in office costs due to the move of the Studbook office and the purchase of new computer equipment & software.

(This is also explained in the notes of profit & loss accounts.)

## **Profit & Loss Account:**

The deduction of the 2014 costs from the 2014 income received has resulted in an in year loss of £3,531, however this is also misleading as SPSS 'cash accounts' which means that it only reports transactions that have been paid or received during the calendar year of 2014 regardless of when the transaction relates to in time.

In 2013 a profit of £1,541 was reported, this was relatively low due to the purchase of new studbook computer (purchased in June 2013 for £1,648.80) but as the October 2013 grading invoice for £1,659.92 was not received or paid in 2013, then the 2014 accounts were nonetheless still shown as profitable, whereas in fact it really would have been a small loss of c£119.

Had the 2014 accounts not included the 2013 October grading cost of £1,659.92, then the actual loss in year would have been £1,881 not £3,541. This is more reflective of the additional costs born in 2014 relating to the office move and the purchase of 2 computers and new printing/scanning equipment.

We are satisfied with the level of revenue we have received given that 2014 was still a recession year and members have to be very careful how they spend their income, we have tried to keep our prices competitive despite knowing that they do not actually cover costs.

In addition the new SPSS team have been extremely careful to ensure all funds due have been duly received and all expenditure decisions have been very carefully made.

## **2015 Accounts:**

The 2015 Accounts are not due to be formally reported on in this AGM as it relates to 2015 and the accounts are usually finalised later in January 2016 (and reported to Companies House by September 2016) but given that we are now in 2016 the highlights are:

The bank balance at the end of the year was £10,946. This balance excludes costs of printing the 2016 stallion guide and providing a stand at the stallion show and holding the AGM. After those costs the bank balance will be circa £8,500 before we embark on 2016 planned activities.

This is a position we are very happy with, given that in 2015 we made the decision to put on a Regional Tour and take SPSS on the road around the UK to evaluate mares and young stock before ending up back at Keysoe in October to evaluate further mares and young stock and to undertake our usual stallion grading.

This was a brave move for a society with limited funds and without the superb support of our members it would not have been possible. It was nail biting for a while but well worth the effort.

It is worth pointing out again at this point that the entire Committee gave up their time for free to make this happen, not one of us has been paid for our efforts to do this, it is entirely voluntary work and many of us have borne additional costs to make that happen whilst being away from our work and our own businesses and families back at home.

At the last AGM I made reference to transactions with SPSS from Committee members and I can say, as the Treasurer, I take extreme care to ensure any transactions from the current Directors and Committee members with the society are paid for as if they were any other



member of the society. In fact, I personally ensure all of their transactions are at 'arm's length' and are thus paid for, and give my guarantee on that.

### **2016 Look ahead:**

The SPSS intends to undertake a 2016 Grading Tour provided there is sufficient demand and we will to a certain extent let demand determine the tour locations as we have to do everything within our power to make it as cost efficient as possible and not affect adversely affect the society.

The society is however growing in size, with new members, breeders (foal, mare and stallion owners) joining all the time, we hope it will continue to grow and we will endeavour to do our very best to make good decisions on how the society can continue to flourish.

**Sports Pony Studbook Society**  
**Accounts for the Year Ended**  
**31 December 2014**

Registered in England  
Company number 4106148

## **Sports Pony Studbook Society**

**A Private Company limited by Guarantee**

### **Board of Directors**

Celia I Clarke	Founding Director Resigned 6th July 2014
Sarah J J Steggall	Founding Director Resigned 6th April 2014
Lucy Sheldrake	Director & Studbook Manager
Jacqueline Vincent	Director, Treasurer & Company Secretary
Jacke Mathieson	Director & Chairman appointed 4th January 2014

All of the above directors were in office for the whole of the year to 31 December 2014 except as shown

### **Company Secretary at end of year 2014:**

Jacqueline Vincent

### **Address at end of year 2014:**

The Last House  
Keysoe Row West  
Keysoe  
Bedfordshire  
MK44 2JJ

### **Bankers**

Barclays Bank plc  
Worthing

## Sports Pony Studbook Society

### Statement of Financial Activities for the period to 31 December 2014

#### Profit and Loss account

	<i>Prior Years</i>				
	2014	2013	2012	2011	2010
Income	£	£	£	£	£
Membership	3305	2285	4220	3174	3090
Registration/Grading/Shows	16292	11349	16955	13558	11252
<b>Total</b>	<u>19597</u>	<u>13634</u>	<u>21175</u>	<u>16732</u>	<u>14342</u>
 <b>Expenditure</b>					
Office expenses	7695	5614	3892	5489	5310
Meeting expenses	1401	0	150	128	0
Merchandise	1213	0	2436	1257	694
Shows /gradings	7079	2048	4735	5433	4113
Adverts/marketing	5268	2482	4023	2045	1497
Sponsorship	0	0	450	100	2139
Other	472	1949	148	630	2237
<b>Total</b>	<u>23129</u>	<u>12093</u>	<u>15835</u>	<u>15082</u>	<u>15991</u>
<b>Profit</b>	<u>(3,531)</u>	<u>1541</u>	<u>5340</u>	<u>1650</u>	<u>(1,649)</u>

#### Notes:

2014 show/grading costs include 2 years grading venue costs (£1659.92 is Oct 2013 grading venue hire cost paid in 2014)

2014 Advertising/marketing costs include 2 years stallion brochure costs (£1644 is printing cost of 2015 stallion guide)

2013 Office costs include purchase of a new studbook computer & software (£1648.80) by Studbook Manager at the time Sarah Steggall.

2014 office costs: The new studbook computer was retained by ex Studbook Manager on her resignation in April 2014. This meant that a further computer had to be purchased to continue running the studbook when the office moved in April 2014 (the second Computer & software purchased in 2014 to allow SPSS to remain operational cost £774.21). Only marginal reimbursement for the retained computer was received in late 2014 and early 2015 (£100 Nov 2014 & £400 Jan 2015). There were also additional costs during 2014 relating to setting up the studbook office at the new location including the purchase of a new printer/scanning equipment.

# Sports Pony Studbook Society

## Balance Sheet for period to 31 December 2014

		<b>Prior Years</b>				
	notes	2014	2013	2012	2011	2010
		£	£	£	£	£
<b>Fixed Assets</b>						
Fixed Assets at cost	3	0	0	0	0	0
Depreciation	4	0	0	0	0	0
		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Current assets</b>						
cash at bank		7716	11247	9706	4366	2716
<b>Current Liabilities</b>						
Creditors due within one year		0	0	0	0	0
<b>Net Current Assets</b>		7716	11247	9706	4366	2716
Creditors due after more than one year		0	0	0	0	0
<b>Net Assets</b>		<u>7716</u>	<u>11247</u>	<u>9706</u>	<u>4366</u>	<u>2716</u>
represented by						
<b>Capital and Reserves</b>						
Retained Profit		11247	9706	4366	2716	4365
Profit for year		(3,531)	1541	5340	1650	(1,649)
		<u>7716</u>	<u>11247</u>	<u>9706</u>	<u>4366</u>	<u>2716</u>

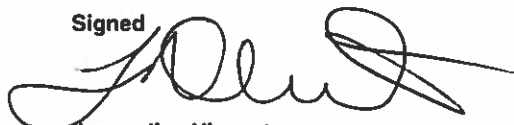
### Audit Exemption Statement

For the year ending 31/12/2013 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

### Directors responsibilities;

the members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;  
the directors acknowledge their responsibilities for complying the requirements of the Act with respect to accounting records and the preparation of accounts;  
These accounts have been prepared in accordance with the special provisions applicable to companies subject to the small companies regime.

Signed



Jacqueline Vincent

Director

On behalf of the board of directors

Sport Pony Studbook Society

Registered in England

Company number 4106148

# **Sports Pony Studbook Society**

## **Notes to the Accounts**

### **1 Accounting Policies**

Accounting convention

The accounts are prepared under the historic cost convention

Cash Flow Statement

The Company has taken advantage of the exemption provided by Financial Reporting Standard 1 and has not prepared a cashflow statement for the period.

### **2 VAT**

The Company is not registered for VAT and items of expenditure include VAT where applicable.

### **3 Fixed Assets**

There are no fixed assets

### **4 Depreciation**

No depreciation has been charged

### **5 Employment and Directors emoluments**

Casual labour amounted to £1775

Directors receive no emoluments or expenses other than for purchases made exclusively on behalf of the Company.

THE COMPANIES ACTS 2006

COMPANY LIMITED BY GUARANTEE  
AND NOT HAVING A SHARE CAPITAL

MEMORANDUM AND ARTICLES OF ASSOCIATION

of

THE SPORTS PONY STUDBOOK SOCIETY

THE COMPANIES ACTS 2006

COMPANY LIMITED BY GUARANTEE  
AND NOT HAVING A SHARE CAPITAL

MEMORANDUM AND ARTICLES OF ASSOCIATION

of

THE SPORTS PONY STUDBOOK SOCIETY

(the "Society")

Company Number: 4106148

Incorporated on: 10<sup>th</sup> November 2000

- 1 The Society's name is THE SPORTS PONY STUDBOOK SOCIETY.
2. The Society's Registered Office is to be situated in England. The Society's objects are:
  - (a) to be responsible for the inspection, grading, licensing and registration of sports horses in Great Britain including in relation thereto, without limitation:
    - (i) maintaining and managing a studbook of sports ponies in Great Britain;
    - (ii) maintaining and managing a register of sports ponies in Great Britain;
    - (ii) administering The Sports Pony Studbook Society Breeding Rules as amended from time to time in relation to the grading, inspection, breeding approval, registration, transfer of ownership and other matters relating to sports ponies and part-bred sports ponies in Great Britain;
  - (b) To make representations to government, official bodies, horse and pony breeding and other societies where the Society determines this to be in the interests of sports ponies horses in Great Britain.
  - (c) To compile and maintain a register of part-bred sports ponies in Great Britain and to issue appropriate documentation for ponies so registered.
  - (d) To promote, encourage, sponsor, make grants to, establish, support, organise, assist or work in association with any corporate body, society, association, club or institution having similar objects to those of the Society.
  - (e) To take such steps, by appeals or otherwise, as may from time to time be necessary for the purpose of procuring contributions to the funds of the Society in the shape of grants, donations, annual payments or otherwise.
  - (f) To purchase, take on lease or in exchange, hire or otherwise acquire any real or personal property and rights or privileges which the Society may think necessary or convenient for the promotion of its objects and to construct, maintain and alter any buildings or erections necessary or convenient for the work of the Society.
  - (g) To sell, let, mortgage, dispose of or turn to account all or any of the property or assets of the Society as may be considered appropriate in connection with the activities of the Society and to insure the same.
  - (h) To borrow or raise money for the purposes of the Society on such terms and on such security as the Society may think fit.



(i) To remunerate any person, firm or company for services rendered, or to be rendered, to, or in connection with the conduct of the business of the Society.

(j) To undertake any other activity conducive to the development, well-being and prestige of sports ponies in Great Britain.

4. The income and property of the Society, from wherever derived, shall be applied solely towards the promotion of the objects of the Society as set out in this Memorandum of Association, and no portion thereof shall be paid or transferred directly or indirectly, by way of dividend, bonus or otherwise howsoever by way of profit to the members of the Society.
5. The liability of the members of the Society is limited.
6. Every member of the Society undertakes to contribute to the assets of the Society, in the event of the same being wound up while he or she is a member, or within one year after he or she ceases to be a member, for payment of the debts and liabilities of the Society contracted before he or she ceases to be a member, and to the costs, charges and expenses of winding up, and for the adjustment of any rights of the contributors among themselves, such amount as may be required not exceeding £1.
7. If on the winding up of the Society there remains any surplus after the satisfaction of all debts and liabilities, the surplus shall not be distributed among the members of the Society, but shall be given or transferred to some other body (whether or not it is a member of the Society) having objects similar to those of the Society.

THE COMPANIES ACTS 2006

COMPANY LIMITED BY GUARANTEE  
AND NOT HAVING A SHARE CAPITAL

ARTICLES OF ASSOCIATION

of

**THE SPORTS PONY STUDBOOK SOCIETY**

(the 'Society')

**GENERAL**

1. In these Articles the following words and expressions shall bear the meanings set opposite to them respectively:

**WORDS AND EXPRESSIONS**

**MEANINGS**

*The Act*

The Companies Act 2006, but so that any reference in these Articles to any provision of the Act shall be deemed to include a reference to any statutory modification or re-enactment of that provision for the time being in force

*Articles*

The articles of association for the time being of the Society

*Auditors*

The Auditors of the Society from time to time appointed in accordance with Article 26 of these Articles

*Chairman*

The person elected to fulfil such post in accordance with Article 41(a) of these Articles

*Committee*

The committee comprising the Committee Members

*Committee Members*

The Persons appointed under Article 41 of these Articles

*Company Secretary*

Any Person appointed to perform the duties of the Company Secretary to the Society in accordance with Article 65 of these Articles

*Family Members*

Any Persons who are Members of one bone fide family that has been appointed a Family Member in accordance with Article 4 of these Articles and who pay one joint annual subscription at Family Membership rate between them.

*Family Membership*

The rights and responsibilities of membership of a Family Member

*Full Member*

The subscribers to the Memorandum of Association of the Society and any other Person who has been appointed a "Full Member" in accordance with Article 3 of these Articles and has agreed to pay the membership subscription on an annual basis

*Full Membership*

The rights and responsibilities of membership of a Full Member

<i>Governing Committee</i>	The Governing Committee comprising the Society Directors.
<i>Honorary Member</i>	Any individual awarded the distinction of “Honorary Member” in accordance with Article 5 of these Articles
<i>Honorary Membership</i>	The rights and responsibilities of membership of an Honorary Member
<i>Life Members</i>	Any Person who has been appointed a Life Member in accordance with Article 3 of these Articles and has paid one agreed subscription fee to maintain membership status until death.
<i>Life Membership</i>	The rights and responsibilities of membership of a Life Member.
<i>Person</i>	Any individual, company, firm, undertaking, partnership, co-operative or other body or group
<i>Registered Sports Pony Breeding Stock</i>	Any mare or stallion duly and properly registered from time to time in the Studbook of the Society in accordance with its rules which, for the avoidance of doubt, includes those mares or stallions duly and properly registered in the Studbook operated at the date of incorporation of the Society by an unincorporated association known as “The Sports Pony Studbook”, responsibility for which shall pass to the Society
<i>Studbook Manager</i>	Any Person appointed to perform the duties of the Studbook Manager to the Society in accordance with Article 41(b) of these Articles
<i>Studbook Secretary</i>	Any person appointed to perform the duties of the Studbook Secretary of the Society in accordance with Article 41 (e) of these Articles
<i>Society</i>	The Sports Pony Studbook Society as constituted by this company registered under company number 4106148
<i>Special General Meeting</i>	An extraordinary general meeting of the Society
<i>Subscription Year</i>	The 12 month period commencing 31 March in any calendar year and expiring on 30 March in the following calendar year

and words importing the singular number only shall include the plural number and vice versa.

Words importing the masculine gender only shall include the feminine gender and words importing persons shall include corporations.

Subject as aforesaid any words or expressions defined in the Act or any statutory modification thereof in force at the date on which these Articles become binding on the Society shall if not inconsistent with the subject or context bear the same meanings in these Articles.

## **MEMBERS AND MEMBERSHIP**

2. On incorporation of the Society, the subscribers to the Memorandum of Association of the Society shall be the members of the Society who shall be deemed to be Full Members. In order to comply with European Commission Decision 92/353/EEC (recognition of breeding organisations) the Society declares that there will be no discrimination between members.

3. Any Person aged 18 or above may apply to the Governing Committee to become a Full or Life Member and shall deliver to the Society an application for Full Membership or Life Membership in such form as the Governing Committee shall from time to time require. Full Membership or Life Membership shall not be withheld from any individual except by a majority vote of the Governing Committee.

4. Any bone fide family group of two or more Persons, one of whom must be 18 years old or above, may apply to become a Family Member and shall deliver to the Society an application for Family Membership in such form as the Governing Committee shall from time to time require. Family Membership shall not be withheld from any bone fide family group except by majority vote of the Governing Committee.

5. Subject to these Articles, the Governing Committee shall be entitled in its absolute discretion, by majority vote, to confer on any individual the distinction of "Honorary Member".

6. Where an Honorary Member is already a Full Member, he or she shall continue to have the rights and responsibilities of a Full Member save that in such a case the Honorary Member shall not be required to pay any annual subscription or other fees to the Society

7. Honorary Membership conferred on individuals (as opposed to corporations, partnerships, associations, consortiums and other owning bodies or entities) shall be for life, subject to these Articles.

### **SUBSCRIPTIONS AND FEES**

8. The annual Full and Family Membership, subscription fees and any annual pony registration fees are due on 1 January each year and shall be payable by 31 March in each year, in respect of the forthcoming Subscription Year.

9. The subscription payable for the forthcoming Subscription Year by Full Members and by Family Members together with any fees for registration procedures shall be proposed by the Governing Committee and submitted for approval of the Full and Life Members at the Annual General Meeting.

10. The subscription payable by Life Members shall be proposed by the Governing Committee and submitted for approval for the Full and Life Members at the Annual General Meeting.

11. The Treasurer shall have authority to charge new Full and Family Members, a subscription reduced, according to a fixed scale, pro rata to the number of months remaining in the Subscription Year.

12. All subscriptions, other fees and charges shall be payable by Full, Family and Life Members on demand.

### **NON-TRANSFERABLE MEMBERSHIP AND CESSATION OF MEMBERSHIP**

13. Full Membership, Family Membership, Life Membership and Honorary Membership of the Society shall not be transferable and, where held by an individual, will automatically cease on death. Any subscription and other payments made to the Society shall not be refunded in the event of the death of a Full Member, Family Member or Life Member.

14. A Full Member, Life Member or Honorary Member may, at any time, withdraw from Membership of the Society by giving to the Studbook Secretary not less than 7 clear days notice in writing. The withdrawing Member shall not be entitled to a refund of any subscription and other payments made to the Society.

15. Notwithstanding category of Membership, any Membership may be cancelled by a majority vote of the Governing Committee. Any subscription and other payments made to the Society shall not be refunded in the event of the cessation of Membership of the Society.

### **EXPULSION OF MEMBERS**

16. Any Full, Life or Family Member whose annual subscription and/or other fees remains unpaid sixty days after a notice requesting payment has been sent to him or her shall cease to be a Full, Life or Family Member on expiry of the sixty day period

17. The Governing Committee shall have the power to expel any Member from the Society whose conduct, in the opinion of the Governing Committee, renders him or her unfit for Full, Life, Family or Honorary Membership of the Society. The Governing Committee will write to such a member to inform them of this decision.

## GENERAL MEETINGS

18. At least one general meeting shall be held in each calendar year as the Annual General Meeting of the Society. The Annual General Meeting shall be held at such time and place as the Governing Committee shall appoint and shall allow consideration of the Society's procedures for the forthcoming breeding season. Thirty days notice of the date of any Annual General Meeting shall be given to all Members via email (if an email address is held for the Member by the Society) and/or by any Society newsletter or website notice.

19. All Full, Life and Honorary Members will be entitled to attend at any general meeting of the Society. Only Full and Life Members shall be entitled to vote at a general meeting, and will be entitled to one vote each.

20. The Annual General Meeting shall receive the Annual Report of the Directors and appropriate financial statements prepared by the Auditors. It will carry out ~~anythe annual~~ Committee and Director elections and other, pre-determined, business. (Note: Directors and Committee members have always been elected and then serve for 3 years and then automatically resign after 3 years, this provides SPSS stability and is not unduly onerous to administer)

21. The accidental omission to give notice of a general meeting to or the non-receipt of such notice by any Person entitled to receive notice of the general meeting shall not invalidate the proceedings nor any resolution passed at the general meeting in question.

22. At any general meeting of the Society, one third of the number of paid-up Full and Life Members present in person shall constitute a quorum. No business shall be transacted at any general meeting unless a quorum is present when the meeting proceeds to business.

23. The Chairman, if any, of the Committee shall preside as Chairman at every general meeting of the Society, or if there is no such Chairman or he or she is unable or unwilling to act, the Committee Members present shall elect one of their number to be chairman of the meeting. If at any meeting no Committee Member is willing to act as Chairman or if no Committee Member is present within fifteen minutes after the time appointed for holding the meeting, the Full and Life Members present shall choose one of their number to be chairman of the meeting.

## AGENDA OF THE ANNUAL GENERAL MEETING

24. All Members shall be informed, by post or by email (provided that the Member has given permission), of the resolutions and other business to be voted at the Annual General Meeting of the Society, at least thirty days before the date of the meeting if reasonably practicable. The Agenda and business of the Annual General Meeting of the Society shall be decided by the Governing Committee.

25. Resolutions for the Annual General Meeting of the Society, proposed by Full, Life and Honorary Members will be accepted onto the Agenda only if they have the written support of five Full, Life or Honorary Members and are submitted to the Governing Committee at least fourteen days before the date of the meeting. Notwithstanding the foregoing, the Governing Committee shall be obliged to consider any resolution proposed by an unsupported, individual Full, Life or Honorary Member, provided that such a resolution is submitted at least fourteen days before the date of the Annual General Meeting.

## ANNUAL APPOINTMENT OF AUDITORS

26. If appropriate, ~~a~~At each Annual General Meeting, the Governing Committee shall propose the Auditors who shall be charged with examining the Society's financial affairs and producing appropriate financial statements. The Governing Committee proposals as to the appointment of Auditors shall be accepted unless five Full, Life or Honorary Members, present, demand the matter be put to a vote. (Note: The Accounts SPSS produce are exempt from Audit under section 477 of the Companies Act 2006)

## SPECIAL GENERAL MEETING

27. The Governing Committee shall have power to call a Special General Meeting at any time, by giving thirty days postal or email (provided that the Member has given permission) notice to Full, Life and Honorary Members in accordance with these Articles.

28. The Governing Committee shall be obliged to call a Special General Meeting with sixty days of receipt of a demand for such a meeting, signed by twenty Full, Life or Honorary Members, to consider a specific item of business.

## **RECORD OF MEMBERS**

29. It shall be the responsibility of the Governing Committee to maintain a list of Full Members, Family Members, Life Members and Honorary Members with details of subscriptions paid. The list shall be available to all Members on written request.

## **VOTING PROCEDURES**

30. Each Full Member and each Life Member shall be entitled to one vote. Only those Full Members who have paid their subscription for the year in which the meeting takes place shall be permitted to vote. On payment of the subscription for the year, Full Members shall be issued with an annual membership card with which to identify themselves to the stewards of the meeting. Life Members shall be permitted to vote without paying an annual subscription.

31. Voting on all business of the Society shall be confined to those paid-up Full and Life Members of the Society physically present at the general meeting.

32. Voting on each resolution at a general meeting shall be by a show of hands or by a written vote, at the discretion of the Chairman. Subject to the Act, all resolutions shall be decided by a simple majority of the Persons present and entitled to vote at a general meeting.

33. If a quorum is not present at any general meeting of the Society, the Chairman may order a postal ballot to effect the transaction of essential business.

34. A resolution in writing signed by or on behalf of all Persons for the time being entitled to receive notice and to attend and vote at general meetings (or being corporations by their duly authorised representatives) shall be as valid and effective as if the same had been passed at a general meeting of the Society duly convened and held.

35. Family Members shall be entitled to one vote per Family Membership and for this purpose one Person per family group shall be designated a Full Member and that Person shall represent the interest of that family group at general meetings of the Society and shall be entitled to be notified and to be present at general meetings of the Society.

## **NUMBER OF DIRECTORS**

36. The number of Directors shall be not less than 2 nor more than 6.

## **APPOINTMENT OF DIRECTORS**

37. Directors shall be elected for a period of three years at the annual general meeting.

## **MEETING AND PROCEEDINGS OF DIRECTORS**

38. The Directors may meet together as a Governing Committee for the despatch of business, adjourn and otherwise regulate the Governing Committee meetings as they think fit. Questions arising at any Governing Committee meeting shall be decided by a majority of votes.

39. The quorum for the business of Directors at the Governing Committee shall be 3.

40. If the number of Directors shall fall below 3 the continuing Directors may act alone for the purpose of increasing the number of Directors to 3 or of summoning a general meeting of the Society but for no other purpose.

## **THE COMMITTEE**

41. The Committee shall consist of not less than five and not more than twelve individuals who shall all be Full or Life Members of the Society (the 'Committee Members'). The Committee Members shall include the following:

- (a) a Chairman, proposed and approved by the Full and Life Members for the time being entitled to vote at a general meeting of the Society;
  - (b) a Studbook Manager, appointed in accordance with these Articles;
  - (c) up to 6 Directors, one of which must act as Company Secretary;
  - (d) Full and Life Members appointed by the Full and Life Members for the time being entitled to vote at a general meeting of the Society; and
  - (e) a Studbook Secretary, appointed by the Governing Committee
42. The responsibilities of the other Committee Members shall be allocated by majority vote of the Committee if necessary.
43. The Society may by Ordinary Resolution remove any Committee Member before the expiration of his or her period of office notwithstanding anything in these Articles or in any agreement between the Society and such Committee Member.
44. The Society may by Ordinary Resolution appoint another person in place of any Committee Member removed from office under the immediately preceding Article and, without prejudice to the powers of the Committee, may appoint any person to be a Committee Member either to fill a casual vacancy or as an additional Committee Member.

#### **ELECTION OF STUDBOOK MANAGER**

45. The Full and Life Members of the Society in general meeting shall appoint a person to fulfil the position of Studbook Manager for a period of three years.
46. The Studbook Manager shall be a person who, because of his or her specialist knowledge of and interest in sports pony breeding principles and procedures, is considered by the Committee to be a suitable person to hold the post.
47. The Governing Committee may arrange to have the clerical maintenance of the Studbook carried out by an approved assistant or assistants to the Governing Committee, either paid or unpaid. This role shall be known as the Studbook Secretary. Notwithstanding any such arrangements, the Studbook Manager shall have personal responsibility to ensure the Studbook is properly maintained in accordance with the Breeding Rules from time to time of the Society.

#### **RETIREMENT BY ROTATION OF COMMITTEE MEMBERS**

48. ~~At each Annual General Meeting of the Society no less than two and not more than four Committee Members shall retire. All retiring Committee Members shall be eligible for re-election.~~  
 (Note: this was incorrectly edited in Revision 3 and should have been removed entirely instead of being edited, it is also in contradiction with Article 49 about a three year rotation of Committee members)

49. No Committee Member may serve for more than three years without retiring and resubmitting himself or herself for re-election.
50. A quorum of the Committee shall have power to fill any Committee vacancy, which may occur between Annual General Meetings. Any Committee Member so appointed shall submit himself or herself for election to the Committee at the next following general meeting of the Society.

51. The Committee shall have the power to co-opt helpers and advisers who shall not be entitled to vote.

#### **POWERS OF THE COMMITTEE**

52. A meeting of the Committee shall be valid if a quorum of at least three Committee Members is present in person at the meeting.
53. The Committee shall have the responsibility to apply the breeding standards and procedures of the Sports Pony Studbook Society in Great Britain in accordance with the rules of the Society, which may not be altered or amended without the express agreement of the Full and Life Members of the Society through resolutions presented, voted on and agreed at the Annual General Meeting.

54. The Committee shall have the responsibility to draw up and maintain a Register for the progeny of stallions and /or mares currently approved for breeding by the Society and to request all necessary stud records and returns from the owners of such stallions and mares as are required to maintain all necessary records for this purpose.

55. The Committee shall be empowered, by majority vote, to make all decisions affecting the management and practice of the Society.

56. Notwithstanding the current Breeding Rules of the Society, the Committee shall be the judge of the eligibility of any stallion or mare to be registered in the Studbook and registers of the Society.

57. If at any time, the Committee is rendered ineffectual by the persistent disagreement, demands or behaviour of any Committee Member(s), a quorum of the Committee shall have the power to call a general meeting of the Full, Life and Honorary Members of the Society and to lay before such a general meeting a resolution demanding the resignation of named Committee Member(s). Where such a resolution is approved, the Full and Life Members of the Society in general meeting shall proceed to elect new Committee Member(s), as appropriate, to replace those removed from office.

58. The Committee may delegate any of its powers to sub-committees consisting of such Full and Life Members as they think fit.

59. A resolution in writing signed by all the Committee Members for the time being entitled to receive notice of a meeting of the Committee shall be as valid and effectual as if it had been passed at a meeting of the Committee duly convened and held and may consist of several documents in the like form each signed by one or more of the Committee Members.

#### **CHAIRMAN'S CASTING VOTE**

60. At Committee meetings the Chairman will only vote in the event of an equality of votes.

#### **GRADING, INSPECTION AND JUDGES PANELS**

61. It shall be the responsibility of the Governing Committee to appoint a grading and inspection panel to undertake the judging of all sports pony breeding stock presented for inspection and entry into the Sports Pony Studbook.

62. It shall be the responsibility of the Governing Committee to draw up a list of judges from which the grading and inspection panels shall be drawn. The judges shall be allocated to one of the following lists:

(a) List 1 Judges who are approved to accept judging appointments at any Society grading, inspection, breed show or affiliated classes and who have also undertaken official judging appointments at any grading, inspection or breed show of any other officially recognised warmblood, sports horse or sports pony Studbook or Studbook society. These judges are approved to act as sole judge at any Society grading, inspection or breed show if necessary and may also act as sole judge for affiliated classes at non-Society shows.

(b) List 2 Judges who are approved to accept judging appointments at any Society grading, inspection, breed show or affiliated classes but who have not undertaken any official judging appointments at any grading, inspection or breed show of any other officially recognised warmblood, sports horse or sports pony Studbook or Studbook society. These judges are approved to act as judge at any Society grading, inspection, breed show if accompanied by a List 1 judge and may also act as sole judge for affiliated classes at non-Society shows.

(c) List 3 These are probationary judges who have not yet been approved for entry into List 2. They are required to prove their competence in judging and grading /inspecting sports ponies at a judge testing day organised by the Society and are encouraged to act as judge's writers at gradings and inspections in preparation for this. Probationer judges may judge affiliated classes at non-Society shows if accompanied by a List 1 or List 2 judge.

63. The Governing Committee may, as it considers appropriate, appoint probationary Judges to the grading and judges panel and to the approved judges list.

#### **COMPANY SECRETARY**



64. In accordance with the Companies Act 2006 and these Articles, the Company Secretary shall be appointed by the Governing Committee for such term and upon such conditions as the Governing Committee may think fit; and any Company Secretary so appointed may be removed by them.

65. The Governing Committee may appoint an assistant or deputy Company Secretary and any person so appointed may act in place of the Company Secretary if there be no Company Secretary available but only under the guidance of the Governing Committee.

## **THE SEAL**

66. The Directors shall provide for the safe custody of the seal (if any), which shall only be used by the authority of a resolution of the Governing Committee. The seal of the Society shall not be affixed to any instrument except in the presence of a least one Director and the Company or Studbook Secretary or by the Studbook Secretary acting on behalf of the Directors individually or on behalf of the Governing Committee.

## **NOTICES**

67. The Society may give any notice to a Full, Family, Life or Honorary Member, either personally or by email (provided that the Member has given permission) or by sending it by post to the Member concerned at his or her registered address or by leaving it at that address. A Member whose registered address is not within Great Britain but who gives to the Society an address within Great Britain at which notices may be given to him or her shall be entitled to have notices given to him or her at that address, but otherwise no such Member shall be entitled to receive any notice from the Society. Proof that an envelope containing a notice was properly addressed and posted or that an email was sent to the Member's nominated email address shall be conclusive evidence that the notice was given. A notice shall be deemed to be given at the expiration of 48 hours after the envelope containing it was posted or the email was sent.

68. A Full, Life or Honorary Member present, either in person or by Proxy, at any general meeting of the Society shall be deemed to have received notice of the meeting and, where requisite, of the purposes for which it was called. Any notice to be given to or by any Person pursuant to the Articles shall be in writing except that a notice calling a meeting of the Committee or Governing Committee need not be in writing.

## **WINDING UP**

69. Clause 6 and 7 of the Memorandum of Association of the Society relating to the winding up of the Society shall have effect as if the provisions thereof were repeated in these Articles.

## **INDEMNITY**

70. Subject to the provisions of the Companies Act 2006, every Director, Committee Member, Company Secretary or other official of the Society shall be entitled to be indemnified out of the assets of the Society against all losses or liabilities incurred by him or her in or about the execution and discharge of the duties of his or her office.

**SPORTS PONY STUDBOOK SOCIETY**



# **RULES AND REGULATIONS**

**JANUARY ~~2015~~2016**

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# THE SPORTS PONY STUDBOOK SOCIETY

SPSS Studbook Office, The Last House, Keysoe Row West, Keysoe, Bedfordshire MK44 2JJ

Tel: 07703 566066 Email: [sportsponies@gmail.com](mailto:sportsponies@gmail.com)

A Private Limited Company - Companies House (Cardiff) Registration No. 4106148

Registered Office: 11, Forts Orchard, Chilthorne Domer, Yeovil BA22 8RH

## Legal status

The Sports Pony Studbook Society is a non-profit making company limited by guarantee with company registration number 4106148

The Memorandum and Articles of Association of the Sports Pony Studbook Society are available upon request from the SPSS Studbook Office or at Companies House.

The Sports Pony Studbook Society is approved by the Department of the Environment, Food and Rural Affairs (DEFRA) as a Passport Issuing Organisation for equine passports.

## Officers of the Society

### Chairman & Director

Jacke Mathieson

Oakdale, Bretton Lane, Bretton, Chester CH4 0DX

Tel: 07545 787096

Email: [chairman@sportpony.org.uk](mailto:chairman@sportpony.org.uk)

### Director, Treasurer & Company Secretary

Jackie Vincent

[The Stables, Higher Farm, Limington, Nr Yeovil, Somerset BA22 8EG](#)

Tel: 07970 648522

Email: [treasurer@sportpony.org.uk](mailto:treasurer@sportpony.org.uk)

### Director & Studbook Manager

Lucy Sheldrake

Summerhill Farm, Simpson Cross, Haverfordwest, Pembrokeshire SA62 6HA

Tel: 07989 334929

Email: [studbookmanager@sportpony.org.uk](mailto:studbookmanager@sportpony.org.uk)

### Studbook Secretary

Philippa Cole

The Last House, Keysoe Row West, Keysoe, Bedfordshire MK44 2JJ

Tel: 07703 566066

Email: [sportsponies@gmail.com](mailto:sportsponies@gmail.com)

### Other Committee Members

[Kerstin Coward](#)

[Bayford House, Bayford Hill, Bayford, Wincanton, Somerset BA9 9LW](#)

[Abigail Owens](#)

[28 Skomer Drive, Westhill, Milford Haven, Pembrokeshire SA73 2RF](#)

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# PART I: REGISTRATION AND PAPERS

**Important note:** In accordance with DEFRA and EU rules on indigenous breeds:

- \* the SPSS pedigree papers (ie a SPSS passport) will not be issued to any animal eligible for registration as a **pure-bred pony** with any Mountain and Moorland (indigenous pony breed) studbook listed with DEFRA. However, these ponies may be registered with SPSS and have their original papers over-stamped or documented accordingly provided they meet the criteria listed in Rule 3 below.
- \* Pure-bred ponies of Mountain and Moorland breeds as defined above must be registered with and receive papers/passport documents from their native pony stud book even if both parents are graded with the SPSS.

## 1 SPSS Pedigree Papers

### 1.1 Full (Section I) Papers

These will be issued to the following:

- Progeny of two parents both graded with the SPSS (inc. temporarily graded/licenced stallions). Blue Papers
- Progeny of one parent graded with the SPSS and one parent graded/licenced with a World Breeding Federation for Sport Horses (WBFSH) member studbook or a recognised foreign sports pony studbook. Blue Papers.

### 1.2 Part-Bred (Section II) Papers

These will be issued to the following:

- Progeny of one parent graded with the SPSS. Cream Papers
- Progeny of SPSS Foundation Stud Book stallions. Cream Papers

For ponies conceived abroad or from imported semen, for '**graded with the SPSS**' read '**currently graded with a recognised sports pony stud book abroad**'.

### 1.3 Green (Section X) Papers

In accordance with the EU Commission Decision 96/78 EC on 'criteria for entry and registration of equidae in stud-books for breeding purposes', **Green** (Section X) papers will be issued to any animal sired by an ungraded stallion with original Blue or Cream papers issued by the SPSS and out of an ungraded mare with original Blue or Cream papers issued by the SPSS.

Animals with Green papers will be eligible for SPSS grading in the normal way, with the following provisos:

- (i) Colts and stallions will be eligible for the Foundation Stud Book only
- (ii) Fillies and mares will be eligible for the Preliminary Stud Book only.

Should either or both of the parents of a Green-papered SPSS pony subsequently grade with SPSS then the Green papers can be upgraded to Cream or Blue as appropriate on payment of the appropriate fee. Graded status will also be amended where necessary.

## **2 Height Restrictions**

No adult stallion or mare over 158 cm will be eligible for SPSS grading but foals and youngstock with one SPSS graded parent and the other over height are eligible for registration and pedigree papers.

## **3 Registration Of Ponies With Existing Pedigree Papers From Other Stud Books**

Over-stamping and/ or recording of pedigree (as appropriate) will be available to the following ponies (provided they are no higher than 158cm):

- Pure-bred animals with papers issued by a stud book listed with DEFRA except for those of current Rare Breed status
- Part-bred animals with papers issued by a stud book listed with DEFRA
- Pure and part-bred animals with papers issued by a recognised foreign pony stud book
- Pure and part bred animals with papers issued by a WBFSH member studbook

Over-stamping / recording of pedigree is an initial step in the grading process and such over-stamped or recorded ponies must either successfully attend a SPSS grading in order to gain the status of a graded sports pony for breeding purposes or be exempt according to the SPSS Rules (Rule 4.1 for Stallions; Rule 8.2 for Mares).

## PART II: GRADING AND LICENSING PROCEDURE FOR STALLIONS

### 4 SPSS Graded Stallions

#### 4.1 Eligibility For Stallion Grading

To be awarded a full SPSS Graded Stallion Licence a stallion must:

- be no more than 158 cm at maturity
- be at least two and a half years old
- **Have three full generations** of recorded pedigree and fit into one of the following categories:
  - (i) have Blue or Cream papers issued by the SPSS
  - (ii) have papers issued by the GSB, Weatherbys or an EU recognised sports pony stud book
  - (iii) have papers issued by a WBFSH member stud book or daughter stud book (eg AES, BWBS, SHBGB, BHHS, TBF)
  - (iv) have papers issued by another UK stud book listed with DEFRA **not currently of Rare Breed status** plus, if a pure bred British-born Mountain & Moorland, proof that the pony has been approved and/or licenced by its own stud book
- **EITHER** achieve a mark of 75% or more at an SPSS stallion grading and fulfil the post-grading procedures and any other conditions required by the SPSS grading judges.  
**OR** have already been fully graded/approved with a SPSS approved foreign sports pony breed society prior to importation into the UK.

Any stallion presented for grading with a temporary (as distinct from lifetime) set of pedigree papers/passports issued by another stud book listed with DEFRA will have its documentation and bloodlines fully verified by the SPSS before its eligibility for grading can be confirmed.

#### 4.2 Post-Grading Procedures

Upon grading with the SPSS the following actions will also be required from the stallion's owner:

- provide a DNA sample for parentage testing purposes (and pay for it's testing) or provide evidence of prior testing
- provide a veterinary certificate to include freedom from hereditary disease
- sign & return the annual SPSS Declaration of Observance form to confirm that they have read and will observe and abide by the relevant Horserace Betting Levy Board Codes of Practise.

Only stallions that have fulfilled all the above requirements will be regarded as currently graded with the SPSS and be permitted to have SPSS pedigree papers issued on their foals.

#### 4.3 Full Permanent Approval

All SPSS licenced stallions have to fulfil specific competition or progeny performance requirements in order to ensure permanent approval as a fully graded stallion. Stallions that have attended grading and are still to complete their own or progeny's performance requirements are viewed as licenced rather than fully approved.

#### 4.4 Elite Status

Elite status will be awarded to any SPSS graded stallion that has an international competition record under saddle at FEI level or is the sire of an FEI international competition pony/horse **provided that they are owned by a current member who has paid that stallion's annual covering fee**. This is indicated by the studbook code ESB. Elite status may also be awarded, at the discretion of the SPSS Governing Committee, to other exceptional proven competition stallions.

### 5 SPSS Foundation Studbook For Stallions

#### 5.1 Purpose

The SPSS Foundation Studbook has been created to:

- (i) fulfil the needs of those organisations that may require discipline-based stallion gradings for competition purposes
- (ii) fulfil the legal obligations on competitiveness placed upon breed societies by EU Commission Decision 96/78 EU (see Rule 1.3).

#### 5.2 Eligibility And Grading Procedure

The SPSS Foundation Studbook for stallions is open to

- (i) all stallions of 158 cm or below with incomplete or unknown pedigrees and
- (ii) all stallions with SPSS Green (Section X) papers (see Rule 1.3)

provided that they:

- are no younger than 6 years of age at time of presentation of grading with the SPSS **AND**
- have a proven record of success at affiliated level of competition in either dressage, showjumping or eventing **AND**
- successfully attend an SPSS stallion grading organised by either the SPSS itself or at the request of an official competitive discipline organisation **AND**
- fulfil the requirements of Rule 4.2 (Post Grading Procedures) above.

NB: Stallions younger than 6 years old whose owners wish to present them for SPSS grading for Foundation Stallions alongside British Showjumping stallion approval for competition may do this but, if successful in the SPSS grading, **PROGENY SIRED BEFORE THE STALLION REACHES 6 YEARS OF AGE and fulfils all other performance and vetting requirements will not be eligible for SPSS papers.**

### 6 SPSS Approved Sports Pony Stallions

#### 6.1 Purpose

Approved Sports Pony Stallion status has been created to fulfil the needs of those stud books that may wish to provide a performance-based stallion approval system for its stallion licensing/approval scheme as part of, or in addition to, its existing breed type, conformation and pedigree assessments.

#### 6.2 Eligibility And Grading Procedure

Approved Sports Pony Stallion status assessments will only take place in collaboration with the studbook concerned and only stallions nominated by them will be eligible for the assessment. Rule 3 governs registration of the progeny of Approved Pony Stallions.



## **7      Registration Of Progeny**

Upon entry to the SPSS Stud Books as an SPSS graded stallion or an SPSS Foundation Studbook stallion, all **unborn** and future progeny may be registered and passported with the SPSS according to the normal registration rules, provided all regulations on re-inspection and veterinary protocols are observed. Progeny born before the stallion is entered into a SPSS Stud Book are not eligible for a SPSS passport via the graded stallion route; however, if the dam is a SPSS graded mare then that will still allow them to receive a SPSS passport.

## PART III: MARE GRADING

### 8 Eligibility

**8.1** Mares must be at least two and a half years old and no more than 158 cm at maturity. Graded status will depend upon the level of marks attained for conformation, temperament, performance record and the extent of known bloodlines.

**8.2** Mares already graded with a recognised sport pony studbook abroad or a WBFSH member studbook will be accepted into the equivalent section of the SPSS Mare Studbook upon registration according to grading marks, competition record and pedigree.

### 9 Mare Studbooks

#### 9.1 Head Studbook

Head Studbook (HSB) status will be awarded for the following:

- Three full generations of recorded pedigree *plus* grading marks of 80% or above *or*
- Three full generations of recorded pedigree *plus* grading marks of 75% or above *plus* a successful competition *or* breeding record.

#### 9.2 Main Studbook

Main Studbook (MSB) status will be awarded for the following:

- Two full generations of recorded pedigree and grading marks of 70% or above.

#### 9.3 Preliminary Studbook

Preliminary Studbook status (PSB) will be awarded for the following:

- All mares achieving grading marks of 65% or above but lacking the required recorded pedigree
- All mares entering the grading with SPSS Green (Section X) papers (see Rule 1.3).
- All mares with a full 2 or 3 generation pedigree who fail to achieve the grading marks for the Main or Head studbooks

### 10 Elite Status

Elite status will be awarded to any SPSS graded mare that has an international competition record under saddle at FEI level or is the dam of an FEI international competition pony/horse. This is indicated by a prefix E placed in front of the normal studbook code. Elite status may also be awarded, at the discretion of the SPSS Governing Committee, to other exceptional proven competition mares.

### 11 Registration Of Progeny

Upon entry to the SPSS Studbooks as a graded mare, the mare must provide a DNA sample for parentage testing of her progeny. Once this has been lodged with the SPSS, all progeny may be registered with the SPSS according to the normal SPSS registration rules.

## PART IV: MEMBERSHIP, REGISTRATION & PASSPORT ~~AND OTHER~~ FEES

### 12 Membership Subscriptions

- Annual Full Adult:
  - 2015 .....£25.00
  - 2016 onwards .....£27.50 (payment by cheque or one off bank transfer)
  - .....£25.00 (if payment by standing order on 1st January)
- Annual Family:
  - 2015 .....£35.00
  - 2016 .....£37.50 (payment by cheque or one off bank transfer)
  - .....£35.00 (if payment by standing order on 1st January)
- Life Adult: .....£250.00
- Life Family: .....£350.00

Only current full, life or honorary members can apply for a SPSS passport, registration/overstamping ~~or~~, enter a pony for grading **or stand a stallion with the SPSS.**

### 13 Registration & Passport Issue Fees

#### 13.1 General Note

NB: **ALL** applications for registration must be accompanied by:

- \* the relevant SPSS application form
- \* an SPSS identity form completed by a veterinary surgeon (for passport applications) or a copy of the identity pages provided as part of existing registration documents (for registration/overstamping applications)
- \* the appropriate passport/registration and membership fees.

#### 13.2 Stallion Registration Fees

- Registration of stallions already graded with another SPSS approved foreign sports pony breed society prior to importation into the UK : ..... £120.00
- Annual covering fee (only stallions intended to be used for breeding in the current year): ..... £50.00  
This fee includes the cost of one covering book per year. Extra books available at £25.00 each
- Registration (ie “overstamping”) of stallions (or colts aged 2 and above) with pedigree papers/passports from another studbook that are not accepted by the SPSS as already graded: ..... £50.00

### Veterinary Requirements

All graded stallions need to be DNA parentage tested at the owner's expense (£55.00) or provide evidence of an existing DNA test before any of their progeny can be issued with an SPSS passport. Stallion owners are also required to provide a veterinary certificate of freedom from hereditary disease/defects and must also sign & return the annual SPSS Declaration of Observance form to confirm that they have read and will observe and abide by the relevant Horserace Betting Levy Board Codes of Practice.

### 13.3 Mare Registration Fees

- Registration (ie acceptance into the SPSS Mare Studbook) of mares already graded with other SPSS approved sports pony studbooks and WBFSH member studbooks:: ..... £70.00
- Registration (ie "overstamping") of **ungraded** mares with passports from other studbooks::..... £25.00

Already graded mares will need to provide a DNA sample. The SPSS reserves the right to test the DNA sample at the owners expense (Cost £50.00)

### 13.4 Gelding, Foal And Youngstock Registration (Ie "Overstamping") Fees

- Registration of youngstock and geldings with papers/passports from other studbooks: .....£25.00

### 13.5 Passport Issue Fees

- Original registration of animals with **one parent** graded with the SPSS including passport and registration ~~documents~~ document and storage of DNA sample ~~(to include DNA Storage)~~: .....£75.00
- Original registration of animals with **both parents** graded with the SPSS including passport and registration ~~document~~ document and storage of DNA sample ~~documents (to include DNA Storage)~~: .....£65.00
- Original registration of animals eligible for SPSS **Green** (Section X) papers only including passport and registration document and storage of DNA sample : £100.00

With effect from 1<sup>st</sup> March 2016, DNA Verification of pedigree will be required for all late passport applications (ie after the year of birth) and all applications when the vet completing the Identification Form section of the Passport Application Form has not identified the foal while still on its genetic dam (including all ET foals). The cost of a passport with the pedigree verified by DNA parentage testing is a minimum of £40 more than the standard fee. The total cost depends on whether DNA profiles exist and can be accessed by the SPSS for both sire and dam. If not, then it will be a further £55 for each parent that has to have a DNA profile done (and a DNA hair sample will be required for this unless one is already held by the SPSS).

## 14 Registration of Prefixes

- Registration of a new prefix: .....£50.00
- Extension of an existing prefix for use with the SPSS: .....£20.00

The SPSS is a member of the Central Prefix Registry, and all breeders wishing to use a prefix or suffix when registering an animal with the SPSS must apply for approval and registration of that prefix before it can be recognised as their own. The SPSS will check with the Central Prefix Register on behalf of the breeder that this prefix is acceptable, but in order to avoid disappointment advises all breeders to consult the Central Prefix Register's own web page [www.centralprefixregister.com](http://www.centralprefixregister.com) before finalising their choice.

## 15 SPSS Passports – Amendment/replacement Fees

When a pony holding ANY type of SPSS passport changes ownership the passport must be returned to the SPSS Head Office within 30 days to have the new owner's details recorded.

- Change of Ownership fee: .....£25.00
- Replacement of a lost or stolen passport (originally issued by the SPSS): .....£60.00
- Replacement of a damaged passport (originally issued by the SPSS):.....£40.00
- Addition of the pony's name to a passport (originally issued by the SPSS) where the breeder chose not to name the pony at time of issue .....£25.00
- Notification of Castration (Gelding): .....£15.00  
If sent with a Transfer of Ownership Form & fee, this fee reduces to:.....£10.00
- Notification of Death of Pony:.....Free\*
  - \* Unless passport is to be returned to someone other than the last recorded owner when there is a fee of £5 to cover postage and administration

## PART V: SPSS GRADING FEES

### 16 Stallion & Mare Grading Fees

#### 16.1 Stallion Grading Fees

Only stallions and colts already registered / recorded with SPSS are eligible to enter SPSS Stallion Grading

Entry fee for Stallion Grading: .....£120.00

Stabling at stallion grading if required will be charged directly to owner according to costs of location.

#### **Veterinary Requirements**

All graded stallions need to be DNA parentage tested at the owner's expense (£55.00) or provide evidence of an existing DNA test before any of their progeny can be issued with an SPSS passport. Stallion owners are also required to provide a veterinary certificate of freedom from hereditary disease/defects and must also sign & return the annual SPSS Declaration of Observance form to confirm that they have read and will observe and abide by the relevant Horserace Betting Levy Board Codes of Practise.

#### 16.2 Mare Grading Fees

Only mares and fillies already registered /recorded with SPSS are eligible to enter SPSS Mare Grading

Entry fee for Mare Grading: .....£75.00

Stabling at mare grading if required will be charged directly to owner according to costs of location

If successfully graded these mares will need to provide a DNA sample (ca £15.00). The SPSS reserves the right to test the DNA sample at the owners expense (£50.00)