



**Meeting 6 December 2018, Council Room, Royal Veterinary College, 4 Royal College Street, Kings Cross, London, NW1 0UT (2.00 – 5.00pm)**

## **Notes of Meeting**

**Members present:** Carol Fowler (CF), Julia Carr (JC) (via Skype), David Grimsell, Charlotte Mackaness (CM), Dan O’Neill (DON) Emily Davies (ED) Lesley Field (LF) Katharine Williams (KW), Polly Smith (volunteer)

**Apologies for absence:** Sheila Crispin, Vicki Betton, Rowena Packer, Clare Rusbridge, Andrew Gillon, Fiona Cooke, Camilla Pegram.

### **1. Matters arising**

Action points from September Meeting:

Discussion about fundraising and the fact that CF has had two further meetings with the community voluntary Service (CVS), and Helen Black is invited to DBRG March meeting to help with developing strategy

DG confirmed that Gift Aid has now been registered, and a spreadsheet will have to be submitted periodically.

Easy Fundraising was also discussed and it was agreed that CF would find out how to transfer the funds to DBRG funds held. As yet no money has shown in the DBRG bank account. CM thought that there are roughly 12 people currently registered.

***Action CF – Easy Fundraising***

## **2. Charity Commission Matters**

It was noted that the financial year for DBRG now ends in April and at this point DG will supply financial information to KW to comply with the Charity Commission requirements. All that is required is a statement to confirm that the trustees have complied with their duty under section 4 of the Trustee Act 2006. The glossy brochure and Annual Report in the current format are not a legal requirement.

Discussion about whether it was worth completing the Annual Report in its current format, and it was agreed that it should continue. It is a good document to show third parties, and a record of DBRG annual achievements. It was agreed however that it would not be printed in a glossy format. CF agreed to write it and PS agreed to source photographs to make it more appealing, but at no cost.

### ***Action CF and PS***

DG pointed out that the Trust Deed requires that the trustees hold at least two ordinary meetings each year which must be minuted. It was agreed that trustees as opposed to members could tag on a 15 minute meeting at the end (or at the beginning) of normal meetings if necessary.

### ***Action All Trustees***

## **3. Future Plans and Officer Roles for DBRG**

### **Chair and Secretary**

It was agreed by those trustees present that DG would take on the role of Chair for the next year.

It was also agreed by those trustees present that KW would take on the role of Secretary for the next year. The role of secretary would be to take and prepare the minutes of meetings, and book the meeting rooms.

With these two roles accounted for, the remaining tasks would be more manageable. CF would continue to be the 'face' of DBRG, and engage with other agencies such as Kennel Club, Dogs Trust, CFSG and DEFRA.

ED's membership was discussed, she is currently not a member, but prepares the transcript from all the meetings, has a very good attendance record, and would volunteer to become more involved. It was therefore unanimously agreed by those trustees present that ED should become a member of DBRG

## **Treasurer**

Treasurer role agreed to remain with DG

## **Other Roles**

DG suggested that any further roles should be identified by reference to the Strategic Objectives, and may be more fluid.

There are currently clear objectives written in the three year Strategic Plan, and it was agreed that projects should be prioritised with particular members with an expertise in whichever field leading each project. For example CM is taking the lead on social media.

DG was clear in stating that DBRG has five overarching objectives. One of these for example is Education and Awareness. We have the Standard for Dog Breeding on our website, but we haven't so far made progress on getting widespread recognition for the Standard. This is an example of an issue we could identify and nominate an appropriate person to champion.

It was agreed that this should be discussed in more depth at the meeting in March. DBRG trustees and members need to identify over the coming year what might be effective in moving forward as successful charity long term.

### ***Action All***

#### **4. Student Membership Scheme**

This scheme has taken off well, and CF had recently been contacted by two new recruits. The scheme was discussed and CM explained that the student members take an interest in DBRG and dog health. They are able to use DBRG resources to help with their studies, but also help DBRG by disseminating information to a younger audience through their own social media channels. From now onwards they will be called Student Ambassadors. CM agreed to continue managing the scheme.

### ***Action CM***

#### **5. Associate Membership Scheme**

It was agreed that to avoid confusion between associate membership and the Student Ambassadors to put the Associate Membership Scheme on hold until at least the middle of 2019. This would give DBRG an opportunity gauge the success of the Student Ambassador scheme. CM commented that once a network of students were aware of DBRG they would be good candidates to promote the Associate Membership scheme.

CF pointed out that the Associate Membership would also be a way of fundraising.

### ***Action All***

## **6. KC Breed Health Symposium 19 September**

CF attended the Symposium held at Stoneleigh. There were two interesting presentations from experts on Canine Cancer and Canine Skin Diseases.

## **7. Report from Brachycephalic Working Group (BWG)**

DON - Next meeting of the group is on January 18<sup>th</sup> 2019, and the group is going well. The Kennel Club is engaging, and three particular breeds are involved. (The Bulldog, French Bulldog and Pug) There are nine objectives. One key objective is to change the breed standard of the three breeds involved. Another objective is to address the issue of supply and demand and the use of these breeds in advertising. DON will continue to attend the meetings and report to DBRG at quarterly meetings.

***Action DON***

## **8. Extreme Conformation Working Group**

DON stated there has been one meeting, but not much progress because everybody seems tied up with issues relating to BREXIT. DON will continue to attend.

***Action DON***

## **9. Progress on Fundraising and CVS Helen Black**

There was discussion about specific points of fundraising and which projects would benefit most from any additional income. It was agreed that members could utilise the session with Helen Black in March to plan this.

Maintaining DBRG as a sustainable organisation requires the identification of some priority projects or activities and fundraise with these in mind.

***Action All to discuss with Helen Black in Marc***

## **10. Dog Health Workshop (DHW) Windsor 2019**

The workshop will be between the 30<sup>th</sup> of May and 1<sup>st</sup> June 2019. The total cost per person will be in the region of £400.00. DBRG has funds to pay for some attendees. It was agreed that it is important DBRG is represented at the DHW in order to represent dog owners, build on members' expertise, and benefit from the opportunities to network.

***Action CF and CM***

## **11. DBRG Symposium October 2019**

CF stated the 2019 DBRG Symposium has been confirmed as Sunday October 6 at the University of Surrey School of Veterinary Medicine.

It was hoped that there might be some sponsorship opportunities and CM agreed to work with CF on this. (Including ticket prices).

LF thought she might be able to bring in some breed health club members and possibly sponsorship, but would need more details before approaching potential sponsors.

### ***Action CF CM and LF***

## **12 AOB**

### **Website**

Maintenance of DBRG website CF is happy to maintain this role and update the website with the help of website technician Steve Tolmie whenever necessary.

### ***Action CF***

### **New Members**

Camilla Pegram has volunteered to write a position paper on Extreme Conformation. Camilla is an epidemiologist student working with DON and would like to become a member of DBRG. It was therefore agreed that she, along with Emily Davies should become new members.

### **Campaign for Secondary Legislation to Protect Offspring**

DG and CF attended the CFSG AGM on the 28 September to present DBRG's Position Paper on The Animal Welfare Act and the Protection of offspring. The CFSG are sympathetic to this cause and agreed that work on writing a Code of Practice for Dog Breeding should go ahead.

DG emphasised the need for DBRG to continue to campaign for secondary legislation under the Animal Welfare Act, we should take note of the success of CARIAD and PupAid in campaigning for Lucy's Law. DG was of the view that DBRG should spearhead political lobbying but it would be sensible to see how the new Licensing Regulations and Lucy's Law work out in practice first.

CM recommended waiting until the time is right to launch a well planned campaign. For example after the Symposium in October.

### ***Action All***

## **Research Papers**

DON agreed to carry on disseminating research papers which he believed are relevant to DBRG members.

### ***Action DON***

#### **Dates and Venue for next year's meetings**

March 21<sup>st</sup> 2019 at the RVC

June 13<sup>th</sup> 2019 at the BVA

September 12<sup>th</sup> 2019 at BVA

December 12<sup>t</sup> 2019 at BVA