



TDRA COMMITTEE MEETING 3 2023/24

25 JANUARY 2024

MINUTES

MEETING INFORMATION

- Objectives:** **Welcome, nomination and orientation for new members**
Assignment of secretary and other roles
Projects arising following approval of the EMP
- Attendees:** **TDRA Committee (Caroline Brown, Grant Chapman, Ros Chapman, Sarah Hetherington, Philippa Rattue, Eliana Scheibe,)**
By invitation: Laura Slingsby, Gisela Marnewecke
- Apologies:** **Karin McNally**
- Date:** 25/01/2024
Time: 18:00
Location: Meeting kindly hosted by Grant and Ros Chapman @ 9 Debaren Close, Zwaanswyk

Agenda Item	Minute	Action
1.	<p>Welcome</p> <p>Caroline welcomed all present, established that a quorum was present and opened the meeting.</p>	CB
2.	<p>Committee</p> <p>It was noted that Michelle had expressed her wish to bow out of the Committee following the Grooms' soccer party. In accordance with this, and after many years of providing an extremely efficient and professional secretarial role for the TDRA, Michelle had stepped down from the Committee. The Committee thanks Michelle for her longstanding and sterling contribution to riding in Tokai.</p> <p>Three new members had been nominated to join the TDRA Committee by the Chairperson and invited to the meeting: Laura Slingsby, Karin McNally and Gisela Marnewecke</p> <p>In addition to joining the Committee;</p> <ul style="list-style-type: none"> • Laura agreed to take on the role of Secretary • Gisela will be leading the "TDRA's riding events" – with a view to coordinating a riding event/outride/demo/games. <p>Karin joins the Committee as a Minister without portfolio (at this stage 😊).</p> <p>The Committee warmly welcomes these new members!</p> <p>The TDRA Committee therefore comprises:</p> <p>Caroline (Chair) – liaison with SANParks, and other stakeholders/ user groups (TCMF) Grant (Vice Chair) – leads all Track and Gate Maintenance.</p>	

	<p>Philippa (Treasurer) – governs and makes payments and manages TDRA's financial health. Laura (Secretary) which includes taking and publishing minutes, AGM arrangements, membership spreadsheet and gatekeeper system maintenance. Gisela – Leads the riding events for TDRA members. Karin – Committee member. Ros – Committee member; leads the TDRA's fundraising (annual raffle), liaison with PC Committee & Mounted Games. Eliana – Committee member; leads the TDRA's training and educational programmes . Sarah – Committee member; leads the Table Mountain Equestrian Forum and EMP. Karmen – TDRA administration – updates TDRA website, graphic design, distributing meetings minutes etc.</p> <p>Laura and Caroline also take the lead with respect to Zwaanswyk gate access (in association with ZAPO).</p>	
<p>3.</p>	<p>Financial Update The bank account remains healthy - a small surplus has been recorded for the 2023/2024 year thus far, although there are some anticipated invoices which may erode this. A donation of R10,000 was received as a contribution towards the new riding area. There will need to be higher than usual expenditure in the year ahead on tracks and signage, following the approval of the EMP.</p>	
<p>4.</p>	<p>Track Maintenance The TDRA crew has continued to be busy with maintenance throughout Tokai Park.</p> <p>After an inspection which identified the place that the stream in the Picnic Site had burst its banks, our crew members shored up the bank with sandbags, plugged the breach and cleared fallen logs from the stream channel. This intervention has made a huge difference to the flooding of the picnic site as well as the track from Chrysalis to the Lions gate. There is still water bubbling up along the Picnic Site track, but this is coming from an underground stream which may well dry up or divert down the channel.</p> <p>The Picnic Site route has now also been mowed.</p> <p>The other major project undertaken by the crew was a huge amount of work to clear alien vegetation from the new riding area below Chrysalis. These branches and bushes have been stacked, ready to be burned as soon as they have dried out and the fire season is over.</p>	<p>GC</p>
<p>5.</p>	<p>Following approval of the EMP: TDRA Special Projects</p> <p>In December, the EMP process was concluded and SANParks signed off the Equestrian EMP. This represents a huge achievement in securing the equestrian tracks throughout the Park for riders, setting out the code of conduct and allowing horse riding to be a recognized activity taking its place amongst the Park's other user groups. The Committee expressed its thanks and appreciation to Sarah Hetherington and all involved in supporting the work of the TMEF.</p> <p>The finalised EMP document, together with the various maps, will be accessible online at www.tmef.co.za.</p> <p>Projects and tasks flowing out of the EMP are as follows:</p> <ol style="list-style-type: none"> 1. TDRA to pay Bright Brown's invoice for work on the maps for all the equestrian areas has been approved but an invoice not received – follow up. 2. Investigate the route design for the new tracks – middle and upper. 3. Request a follow up meeting with SANParks to discuss the track design for the new tracks. 4. Order signage and install at relevant junctions to mark the tracks. 	<p>SH</p> <p>GC, SH, CB SH</p>

	<p>5. User-friendly maps to be generated to allow riders to gain an understanding of the routes, conditions, and lookout points etc. A subcommittee will be set up to design these.</p> <p>6. New tracks to be “built”.</p> <p>7. Existing tracks will need some maintenance.</p> <p>8. New riding area will need to be developed – surface to be prepared/stumps removed/perimeter track/inside space demarcated etc.</p>	<p>See subcommittee</p> <p>GC</p> <p>See subcommittee</p>
6.	<p>Sub-Committee – Equestrian routes / maps & signage</p> <p>Sarah, Ros, Grant, Eliana & Caroline will form a sub-committee with the objective of publishing user-friendly maps showing the different routes, describing track conditions etc.</p> <p>This sub-committee will also assess the signage requirements for these tracks.</p> <p>TDRA members who have a contribution to make to this team are also welcome to volunteer/ get involved.</p>	<p>SH, RC, GC, ES, CB</p>
7.	<p>Sub-Committee – New riding area (middle park)</p> <p>Ros, Gisela, Eli, Grant & Caroline volunteered to form a sub-committee with the objective of developing the new riding area into a safe, versatile riding space, suitable for exercising horses and providing a great environment for both novice and experienced riders. Karena Du Plessis & Carol Poole have been extremely constructive and both have great expertise and experience with equestrian facilities. Caroline will extend an invitation to them to join the sub-committee.</p> <p>Other TDRA members who have a contribution to make to this team are also welcome to volunteer/ get involved.</p>	<p>RC, GM, ES, GC, CB</p> <p>CB</p>
8.	<p>TDRA membership 2024/2025</p> <p>In light of the important work and associated costs lying ahead for the TDRA, an increase to the TDRA’s annual membership was approved:</p> <ol style="list-style-type: none"> 1. The annual TDRA membership will be increased to R 350 for the 2024/5 year 1. An early-bird discount will apply to all membership payments made before 1 March of R 300 for the year. 2. New members joining the TDRA will receive membership from date of payment – i.e. membership paid on 1 Feb 2024 will gain membership straight away until 28 Feb 2025 (i.e. an additional month for free). <p>Members will be entitled to TDRA benefits which include:</p> <ul style="list-style-type: none"> ❖ Access to and consequent weekly manure clearing of the picnic site transit route. ❖ Access through the Chrysalis Drifter Gate and Picnic Site Gate. ❖ Access via the equestrian track over the Chrysalis property (private land). ❖ Support of members and representation of riders interests with SANParks and other user groups. ❖ Use of the new riding area in the middle park (a subcommittee will be set up to work on this). ❖ All subscription money received is used for the improvement and maintenance of equestrian tracks and facilities. ❖ Membership of the TDRA alerts group and inclusion on the TDRA distribution for minutes, news etc. <p>Membership and inclusion on the gatekeepers, distribution list and WhatsApp group will be restricted to TDRA members – an audit of members will be undertaken as soon as the 1 March membership renewal cycle has been completed.</p>	<p>CB to communicate</p> <p>LS</p>
9.	<p>Riding Events</p> <p>The need to bring riders from different yards together to ride tracks that they may not know or participate in other fun equestrian experiences in Tokai has been identified as a</p>	

	<p>wonderful benefit that the TDRA could provide for its members. Gisela kindly accepted to head up this initiative.</p> <p>The objective is that once a month (Feb – Nov) the TDRA will hold a riding event such as an outride, patrol, clinic or treasure hunt (for example). It may be as simple as an outride up the Tiffin track, starting from the Forestry stables at say 9.00am, an expo in the Pony Club arena, an Easter egg hunt, a “game ride”, a night ride, joining the Parkscape security patrol around lower – a riding event that all riders can join in.</p> <p>An inspirational event for February will be for Jessica George (our Olympic Games 2024 Eventing RSA qualifier) to give a talk to riders at a suitable venue - perhaps at the Range or Library about her riding career and journey to ride at the Olympics.</p>	GM
10.	<p>TDRA Learning Opportunities</p> <p>Another wonderful benefit that the TDRA provides for its members is access to learning opportunities and courses.</p> <p>Eliana proposed sending out a survey to members to establish their interest and needs in possible learning opportunities for members and/or grooms. Eliana undertook to design a questionnaire which would be circulated to TDRA members for their input.</p>	ES
11.	<p>Social media</p> <p>Laura, Gisela and Eliana volunteered to join Philippa and Caroline as admins on the TDRA’s facebook page.</p> <p>The only admin on Instagram is currently Michelle Matthews – Laura will contact Michelle with a view to taking over the admin role for Instagram.</p>	LS, GM, ES LS
12.	<p>Management Framework Review</p> <p>There has been no progress on the TCMF since the second round of comments from stakeholders in the first part of 2023. However, the SANParks facilitator has indicated that a second draft will be ready for release shortly, perhaps by end February 2024.</p>	CB
13.	<p>TDRA website</p> <p>The Committee noted that the TDRA website has not been updated for some time. Karnen from Grant’s office kindly assists the TDRA with updating the website and sending out the minutes from the committee meetings.</p> <p>To be updated is the:</p> <ul style="list-style-type: none"> ❖ List of minutes of meetings. ❖ Financial report for 2023. ❖ EMP content. ❖ Content about shows, events etc. 	CB PR SH ES
14.	<p>Soccer Party</p> <p>The 2023 Grooms’ soccer party was a wonderful success.</p> <p>Notes for next year are:</p> <ul style="list-style-type: none"> ❖ Rubbish management (there was a complaint about the amount of litter left behind). ❖ We should encourage more teams/soccer matches to be played simultaneously. ❖ The braai (2x chops + boerewors) was a considered a fantastic part of the day by the grooms, but the braaing does come with a weather and fire risk. If anyone identifies a suitable food truck or other alternative in the year ahead, please to let the committee know. <p>The committee wishes to thank everyone for the overwhelming support of this great day for the grooms.</p>	
15.	<p>Next Meeting</p> <p>TBC</p>	

The meeting ended at 19:30

Certified a true record of the proceedings.

Chairperson

Date