WINDSOR POLO CLUB INC.
Patron: Countess Mountbatten of Burma

**Windsor Polo Club Annual General Meeting Minutes**

**20 December 2025 held at the Windsor Polo Club Clubhouse**

**Meeting opened**: 10.04am

**Present**: Adam Meally (Chair), Paul Cutcliffe, Lee Portelli, Jessica Sheppard, Sam Willis, John Tourish, Kim McDougall, Alistair Cochrane, Melanie Cochrane, Peter Bennetto

**Present online via MS Teams**: Benjamin Tiplady, George Fraser

**Apologies**: Chris Marokakis, Tim Berry

| Item | Subject |
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| 1. | • The Chair declared the 2025 Annual General Meeting of Windsor Polo Club Inc. open and welcomed all members attending in person and via MS Teams.<br>• The Chair also confirmed that notice of the AGM had been given in accordance with the Constitution and that the meeting is properly convened.<br>• The purpose of the AGM is to reflect on the year just past, receive the Club's reports, and elect the Committee who will guide the Club through the year ahead. |
| 2. | Official apologies were noted and recorded above. |
| 3. | The Minutes of the Annual General Meeting of 17 September 2024 were received and passed as an accurate record of the meeting.<br><br>Notable Item: "Much discussion regarding field use, whether to accommodate NSWPA, etc."<br><br>Proposed: Lee Portelli Seconded: Alistair Cochrane Passed unanimously |
| 4. | The **President's Report for 2025** was presented with the following highlights noted:<br>• Committee Acknowledgment: Thanks to the 2025 committee members for their professionalism.<br>• Club Stability: The year focused on "steadying the ship"; the club is now financially strong with increased membership (56 active members).<br>• Field Lease: Five-year lease extension exercised with Windsor Polo Fields; awaiting lease documents.<br>• Events: Hosted major tournaments, including a record-breaking Autumn Festival (56+ teams over 12 days). |

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| | • Polo Community Recognition: Gratitude to Hawkesbury polo community; club fields recognised as top-tier nationally.<br>• Introductory Polo Relaunch: Over 40 new participants; ongoing Discover Polo Days and new two-day clinics planned in 2026.<br>• Partnerships: Strengthened ties with Sydney Showjumping Association (SJA); their Showcase of Showjumping is now an annual event (5 weekends/year).<br>• Sponsorship: Ongoing support from Royal Richmond Hotel, Classic Safari Company, Winton Property Group and new sponsor Arrow Financial.<br>• Facility Use Expansion: Exploring weddings, parties, and animal events to generate revenue.<br>• Capital Projects: Restoration of Field #3 and bathroom upgrades (including women's facilities) underway.<br>• Upcoming Year: Full schedule of club and major tournaments, show jumping events, and other equestrian activities.<br><br>**The President's Report was received and passed.**<br><br>Proposed: Alistair Cochrane Seconded: Sam Willis Passed unanimously |
| 5. | The **Treasurer's Report for 2025** was presented with the following highlights:<br><br>• Financial Year Change: Now aligns with standard reporting (July–June).<br>• Cost Management: Despite a 13% income drop, costs reduced by 29%, resulting in a surplus of $71,047.<br>• Account Balances: $62,341 (capital works), $142,274 (general).<br>• Newsletter: Revived by Jessica Sheppard, as well as a new classified section on the website generating new income.<br>• Discover Polo Impact: Over 40 attendees; converting to new members.<br>• Lease soon to be secured: Five-year renewal ensures sponsor engagement.<br>• Facility Upgrades: Women's shower facilities prioritised due to demand from show jumping events.<br>• Field Restoration: SJA to cover 50% of Field #3 costs; additional restoration underway.<br><br>**The Treasurer's Report was received and passed.**<br><br>Proposed: John Tourish Seconded: Alistair Cochrane Passed unanimously |

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| 6. | **Windsor Polo Club's 2025 Financial Report** was presented with the following highlights:<br><br>• It was confirmed that the Financial Reports were issued with the Agenda.<br>• Questions and/or comments were invited. Ben was praised for excellent cost control management and putting the club in a strong financial position.<br>• Future Outlook: Continued focus on cost control and capital works.<br><br>**The Windsor Polo Club's Financial Report was received and passed.**<br><br>Proposed: Samuel Willis Seconded: Lee Portelli Passed unanimously |
| 7. | The **Ground Manager's Report for 2025** was presented with the following highlights:<br><br>• Operational Improvements: Enhanced understanding of financial and operational needs especially field maintenance after show jumping events.<br>• Show Jumping Revenue: Now nearly 30% of income; importance of maintaining field quality emphasised.<br>• Equipment Infrastructure: Ongoing assessment and budgeting for upgrades.<br>• Shared Costs: SJA partnership on Field #3 benefits all users.<br>• Member Engagement: Appreciation for committee support and constructive challenges.<br>• Field Facility Upgrades: Continued improvements planned post-next show jumping round.<br>• Toilet Block: Builder review scheduled; updates expected soon.<br><br>**The Ground Manager's Report was received and passed.**<br><br>Proposed: Kim McDougall Seconded: Paul Cutcliffe Passed unanimously |
| 8. | The Chair announced that the number of nominations equalled the number of positions and declared all nominees duly elected as follows:<br><br>• President: Adam Meally – *elected unopposed*<br>• Senior Vice President: Paul Cutcliffe – *elected unopposed*<br>• Vice President: John Tourish – *elected unopposed*<br>• Treasurer: Benjamin Tiplady – *elected unopposed*<br>• Secretary: George Fraser – *elected unopposed*<br>• Events & Marketing: Jessica Sheppard – *elected unopposed*<br>• Grounds Manager: Chris Marokakis – *elected unopposed*<br>• Player Development: Tim Berry – *elected unopposed* |

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| | The Chair congratulated the new committee and thanked the outgoing committee members for their service over the past year. Special recognition was given to Lee Portelli and Sam Willis for their contributions who withdrew their nominations to avoid any perceived conflict of interest with the Windsor Polo Fields Board. |
| 9. | **General Business** was invited and the following points were discussed:<br><br>• International Test Match: Men's event canceled (Australia unable to field a competitive team); women's match to proceed.<br>• Event Scheduling: Women's test match scheduled for early April, coinciding with the Arunga High Goal.<br>• Formal Agreements: Plans to formalise event agreements with NSWPA for better structure to help understand financial and physical responsibilities and guidelines of use.<br>• Combined Events: Efforts to combine polo and show jumping at main show jumping events to boost exposure and cross-participation.<br>• Windsor Polo Club Polo Team: Plans to financially support a club team via sponsorship to participate at other country polo clubs, enhancing visibility and member experience.<br>• Catering Facilities: Maintenance costs for catering under review.<br>• Infrastructure Challenges: Scoreboard discussed, with ongoing repairs and future-proofing considered. Floodplain location poses long-term maintenance issues for electronic equipment (e.g., scoreboard, gates).<br>• Social Events: A proposal was put forward to host events such as a Gala Dinner to strengthen community and member engagement. Melanie Cochrane's offer to organise the event in August 2026 was warmly and enthusiastically welcomed as a long-overdue and highly anticipated event.<br>• Member Facilities: Discussion regarding possibility of expanding member's only tie-up areas and shade; recent tree planting and maintenance highlighted.<br><br>There being no further General Business, the Annual General Meeting was closed. |

**Meeting Closed**: 10.38am