

# Bridleways Groups Affiliation Pack



## Affiliated Bridleways groups

The British Horse Society, the nation's leading equine charity, has a heart-felt respect for all horses. In fact, we have an unconditional passion for these spirited and magnificent animals: a passion that's backed by knowledge and expertise. We represent the interests of the 4.3 million people in the UK who ride or who drive horse-drawn vehicles. The British Horse Society together with our affiliated British Riding Clubs have a combined membership of more than 109,000. This makes us the largest and most influential equestrian charity in the UK, giving us a powerful voice when campaigning on issues that really matter.

Because of our own love of horses, we appreciate and understand the relationship owners, riders, professionals and enthusiasts also have with them. That's why everyone at The British Horse Society works hard to develop the highest quality of advice, training and qualifications, and campaigning. We want to make sure that everyone gets the most out of their relationship with horses, and that every horse is protected and cared for.

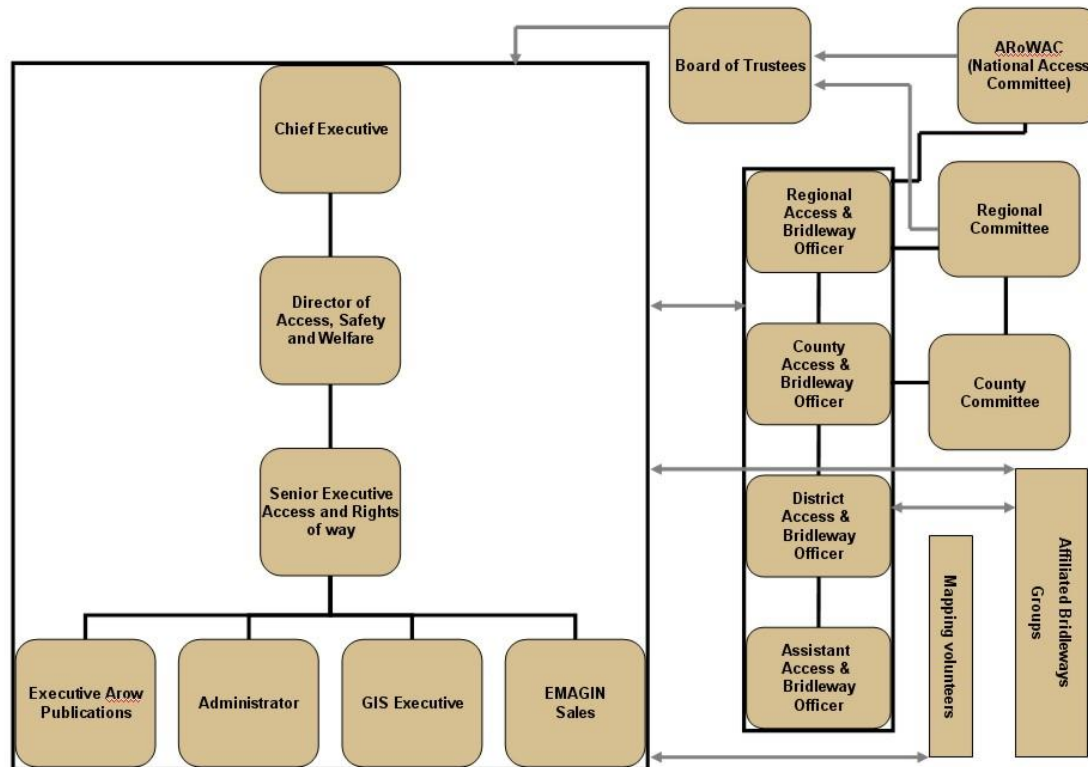
We have nearly 150 Affiliated Bridleway Groups throughout the UK and Ireland working on behalf of all riders and carriage drivers to campaign for improved off-road riding. Affiliated Bridleway Groups help to uphold our values and promote equestrian access at a grass-roots level throughout the UK, monitoring local equestrian rights of way and working alongside local authorities and other groups. They are also a fun, sociable way of getting groups of equestrians together.

As you share our passion for horses, why not join us and help us campaign to improve off-road riding? With your help, we could do so much more.

This leaflet contains all the information you will need to affiliate your bridleways group to us. If you have any queries, please contact us using the telephone number or email address at the back of this leaflet.

## BHS Structure – Access and Rights of Way

Our work is supported by an extensive network of volunteers within a regional and county committee structure. Each county has an Access and Bridleways Officer (CABO) and many have assistants at district level. There is so much work to be done to secure more, and better, equestrian access for the future, and we are keen to work with others to achieve our goals.



Our Affiliated Bridleways Groups are a vital part of the work we do, helping us to defend, extend and promote equestrian rights of way.

Our Access and Rights of way work seeks to defend, extend and promote a safer, more easily accessible off-road network for all. We work towards meeting the aims of the Horse Industry Strategy, particularly aim 5:

***Increase access to off-road riding and carriage driving increasing provision of off-road equestrian routes and an effective network of public rights of way is a huge concern amongst many horse owners and riders***

## Benefits of affiliating

In return for your affiliation fee and your support, your group will receive:

**Valuable insurance cover:** please see separate policy leaflet, or call SEIB directly on 01708 850000 with any questions you may have.

**A free subscription to Tracks**, the BHS AROW quarterly magazine for the group with preferential subscription prices on additional subscriptions for individual members. Call 02476 840582 or email [access@bhs.org.uk](mailto:access@bhs.org.uk) for our current subscription deals for bridleways groups.

**Policy and advisory leaflets** on rights of way and access matters, containing legal, technical and other helpful information.

**Free subscription for all your members** to our access and rights of way monthly email bulletin. You can opt in your address or the group's main email address on the forms in this pack. Please ask your members to email their name and bridleway group to [h.brown@bhs.org.uk](mailto:h.brown@bhs.org.uk) to opt in – it's still completely free.

**Advice and support from HQ and local BHS volunteers.** This will be from your County Access and Bridleways Officer in the first instance though support from HQ is always available if you need further assistance. We're also able to help you promote any local work or events through the BHS and EMAGIN websites, and through our print media.

**Rights of Way training.** Our rights of way training programme provides comprehensive, effective training in the basics of highway law, making representation at Public Inquiries and all the technical information you will need to claim and campaign for rights of way. This well-respected training is free of charge to affiliated bridleways group members.

### Initial Welcome Pack

- A copy of your signed application form for your records
- A copy of the SEIB Insurance Policy wording
- A copy of the most recent issues of *Tracks* and *British Horse*
- A BHS Handbook: Your comprehensive guide to the BHS, including key contacts in your local area and at HQ
- A set of advisory leaflets
- A set of promoted routes leaflets
- An Access Training Day Application Form – information about upcoming training days is continuously updated on the BHS website at [www.bhs.org.uk](http://www.bhs.org.uk)
- The Affiliated Bridleway Group Listings

### **30 percent off if you join as a BHS Member\***

Part of the requirement in becoming an affiliated bridleway group is that one member is a BHS Gold member. We believe we have such a great offering we want to encourage all your group members to join the BHS today and in doing this they will receive a 30 percent discount.

BHS membership offers a wealth of benefits over and above what you receive as an affiliated group including:

- Supporting the charitable projects we do to improve equestrianism, predominately Safety, Welfare and Access
- Insurance\*\*
- Free access to a legal helpline
- Bi-monthly magazine packed with useful information
- Advice and support on all your equestrian needs
- Adhoc offers throughout the year including free tickets to the Royal International at Hickstead

All you need to do to make great use of this offer is call 02476 840506 or visit [www.bhs.org.uk](http://www.bhs.org.uk) and quote 'ABG'.

\* New members only (not renewing)

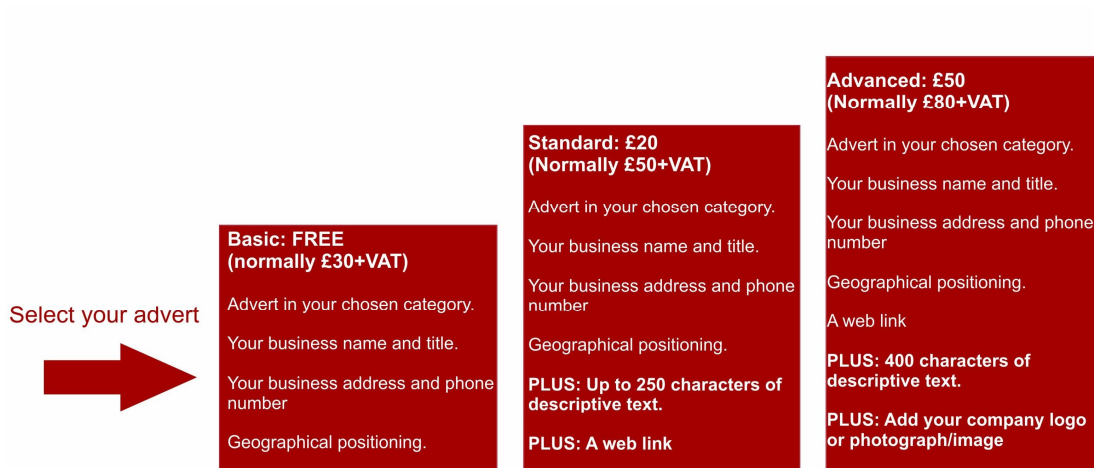
\*\*Terms, conditions and territorial limits apply. The British Horse Society is an Appointed Representative of South Essex Insurance Brokers Ltd who are authorised and regulated by the Financial Services Authority.

### **Free basic advertisement on EMAGIN®**

We are also pleased to be able to offer our affiliated groups advertising on our EMAGIN website. EMAGIN is the world's first Equine Mapping and Geographical Information Network. Located at [www.emagin.org](http://www.emagin.org) our site uses digital BING mapping, aerial photography and Ordnance Survey 1:25000 data to display equestrian routes, businesses and events throughout the UK and Ireland.

The possibilities available to riders through the website are endless, with visitors able to quickly and easily locate an excellent range of safe off-road riding routes and services, such as BHS Affiliated Bridleway Groups, B&B for horses, registered instructors, clothing, horse equipment, shelters, feed, farriers, properties for sale and equestrian events.

**We are pleased to be able to offer all Affiliated Bridleway Groups a FREE basic advertisement on EMAGIN and the opportunity to upgrade your advert at a greatly reduced cost.**



Adverts are geographically positioned and users can search the directory for **free** by business category, business name, town, county, postcode or route allowing visitors to find everything equestrian both nationally and locally to them. Visitors can also plan and locate a route that they would like to ride, carriage drive, walk or cycle and then print it off, **free of charge**, on Ordnance Survey 1:25000 scale maps.

To claim your free advertisement, please email your group's details to [emaginsales@bhs.org.uk](mailto:emaginsales@bhs.org.uk) or call 02476 840585.

### **Promote your events on EMAGIN**

EMAGIN offers a new and unique way to promote your events while also offering you the opportunity to have your rides mapped on the site at no extra cost.

Advertise your event for only £5 + VAT per month. Events will be geographically plotted at their location and will include 450 characters of text, a picture, web link, address and telephone number.

Please call 02476 840585 for more information or to book an advertisement.

## **What we expect from our bridleways groups**

### **Working towards a common goal**

Affiliation means a close association. Our aim is that affiliated bridleways groups work as closely as possible with their BHS CABO in carrying out rights of way work which requires the group's local knowledge.

An affiliated group must share our general aims on rights of way: preserving, maintaining and improving the rights of way network for riders and carriage drivers, and maintaining good working relationships with other groups and individuals.

In order to ensure that we work to a consistently common goal, we expect our Bridleways groups to:

(i) Work within the law to maintain and improve legal and permissive access to the countryside for horse riders and carriage drivers;

(ii) Encourage amicable relationships with central and local government, with owners and occupiers of land and with other user groups, while insisting upon observance of and compliance with the law by all concerned, including equestrians;

(iii) Support the involvement of individual horse riders and carriage drivers in generating interest and sympathy of access providers,

(iv) Adhere to our published policies. If this is not possible they will list the reasons(s) why and submit the list to their CABO for the area for consideration.

We reserve the right to disaffiliate any group found not to satisfy these requirements.

### **Affiliation requirements**

To affiliate a group, you must meet the following conditions:

1. That during the period of affiliation at least one member of your group (preferably the chairman or secretary) is a Gold member of The British Horse Society;
2. That you have discussed your intention to affiliate with your BHS CABO, and that they have indicated their support on your application form.
3. That your group pays their affiliation fee annually, in March of every year.

4. That your group informs our Access and Rights of Way Department of all events they are organising, including any bridleways clearances, in writing (an email to [access@bhs.org.uk](mailto:access@bhs.org.uk) is acceptable) no later than ten working days before the event is due to take place. This is a requirement for your public liability insurance.

5 In order to help us help your group more efficiently and provide timely, effective information, we will send you an electronic spreadsheet for you to fill in your membership's contact details and return to us. This will need to be updated once a year by a member of your group appointed by the committee. We will provide you with forms for your individual members. You will need to keep these for Data Protection reasons somewhere that does not have public access.

### **Bridleways group structure and business**

We recognise that many groups are small and run on a relatively informal basis. However, in order to be eligible for affiliation we advise you to adopt certain practices. These are:

#### **(i) Officers**

Your group should have a chairman, secretary, and treasurer. Other posts, such as a vice-chairman, events organiser, newsletter editor and others, are at the discretion of the group.

#### **(ii) Meetings**

These need not be frequent but should be regular. Reports to your membership should contain information on what is being done in the name of the group, what projects and events are proposed for the immediate future, what successes have been achieved, and problems encountered.

#### **(iii) Subscriptions**

These should be set at a level which does not put members off joining, while aiming to cover the expenses of the group. There should be a clearly communicated and simple method of collection of subscriptions. Proper records should be kept showing what money was received, and how this money was used. Membership records must be sent to us on the spreadsheet we provide.

#### **(v) Aims**

The aims of a group should be clearly stated at the head of its constitution. These could embrace the protection, maintenance and improvement of equestrian routes and the establishment of co-operative relationships with others, both of landowners/farmers/local authorities and fellow path user bodies such as ramblers, cyclists and trail-riders.

## **Functions of a Bridleways Group**

### **(1) Local knowledge**

Your bridleways group should build up a thorough knowledge of the equestrian routes in the area it serves. This can be achieved through social rides, or more serious ventures, to record length, direction and condition of local routes.

Knowledge of the definitive map and how the actual terrain differs from this is helpful. Knowledge of the law and of semi-legal matters should also be one of your group's aims. You should foster an amicable relationship with county councils and other bodies. We offer training, covering all aspects of this work, which is free to members of BHS-affiliated bridleways groups. We can also arrange for your information to be published or promoted through our Ride UK and EMAGIN websites.

### **(2) Bridleway clearance**

Bridleway clearance is often a major part of the work of an affiliated group.

You should keep proper records of the names and addresses of your clearance party members and the date the clearance took place.

You must notify us in writing of any events you are holding, and if you are clearing a bridleway, you must also notify your County Access and Bridleways Officer.

Our insurers require that you do not use any equipment with motorised parts such as a chainsaw. If a member of your clearance party has certificates that allow them to use a chainsaw or similar equipment, this must be discussed directly with the insurers.

Care should be taken to ensure the necessary permission is obtained from the highway authority. Some councils are prepared to authorise an group as their agent for maintenance and clearing work. It should be clearly understood what is expected of you in these cases, and the limits you agree with the authority should not be exceeded.

A risk assessment should be carried out prior to any event, function or clearance party.



## **Bridleways group affiliation form**

**Name of Group:**



### **Officers of the Group**

#### **Chairman**

Address:

Telephone:

BHS Membership Number:

(Is this the Group's main contact address? YES/NO)

#### **Secretary**

Address:

Telephone:

BHS Membership Number:

(Is this the Group's main contact address? YES/NO)

At least one member of an affiliated bridleways group must be a full member of The British Horse Society. If neither of the above are members of the BHS, please give here the name of the Group member who is a member of the BHS.

Name:

BHS Membership Number:

Please email our membership details spreadsheet to

Name:

Role in Bridleways Group:

**Email address**

Please enter an email address if you are happy to receive emails about the BHS and our work

I hereby apply to affiliate to The British Horse Society

**The Aims of the Group are:**

*(You may submit separate constitution documents or use another sheet)*

We have \_\_\_\_\_ members of the Group

**The Group has the support of the County Access & Bridleways Officer for:**

County:

Name of CABO:

Signature of CABO:

Date:

Enclosed is the current affiliation fee of £35.00

**I understand that this form will now be sent for approval by the BHS Regional Access and Bridleways Officer for this region and by the Chairman of the BHS Access and Rights of Way Policy Committee.**

Signed (Chairman or Secretary): \_\_\_\_\_

Name (Block Capitals): \_\_\_\_\_

Date: \_\_\_\_\_