

**ELISABETH CURTIS CENTRE RIDING FOR THE DISABLED**  
**Minutes of the Hundred and Thirteenth Meeting of the Private Limited Company No 7302917**  
**Management Committee Meeting**  
Thursday, 11<sup>th</sup> February 2021, 6.30pm, by Teams

Present – V Liston (Chair), P Farr (Secretary), R Ward, K Palmer

1. **Apologies for absence:** None
2. **Minutes of Last Meeting.** Approved.
3. **Action List (update).** Action List updated to record items progressed or completed.  
Also noted that a report has been submitted for inclusion in Bromham Broadsheet, Riding Establishment Licence and Gambling Licence in the process of being renewed and the Centre Risk Assessment needs updating.
4. **Field Drainage.** Wet weather has resulted in the fields becoming extremely wet and muddy. Remedial drainage work is required in the fields and catching pen. **Action: KP contact J Morgan-Pell, RW contacted 'David.'** AM secured grant for work on fields (put on hold). VL to investigate if we can access grant to help with the field work now required. AM had included costings and contractor's details. **Action: All.**
- 5, **Groom Cover.** Midnight Blue Equestrian to visit the Centre on Saturday, 13<sup>th</sup> February with view to providing Groom cover next week. **Action: KP. Provide keys.**
6. **From Riding Committee (Monday, 8<sup>th</sup> February 2021)**
  - **Groom's Monthly 1:1s.** Completed last weekend by KP. Grooms informed that they will be paid one hour per month to undertake mandatory training. Annual Leave applications to be submitted, so cover can be arranged.
  - **Reopening.** Working towards restarting at the beginning of the Summer Term, after the Easter Holidays, but subject to Government restrictions.
  - **Next RC,** Monday, 15<sup>th</sup> March 2021 at 6.30pm by Teams.
7. **Newsletter.** To be issued February 2021 and thereon every 3 months. To include online fundraising initiatives. For future issues, RW/PF agreed to contact contributors and chase up.
8. **Maintenance Jobs.**
  - Electrical.** 2<sup>nd</sup> quote required for lights in stable block. Quote also required for additional lighting as proposed by KP. **Action: RW to contact Wady's, awaiting reply.** Mark to quote for additional work. Will visit Centre on Saturday, 13<sup>th</sup> February to clarify requirements. ?Asbestos where lights to be fixed.
  - Tree Work.** Neil to come to Centre, Wednesday, 17<sup>th</sup> February to complete required work. Wood to be chipped and put on entrance to catching pen. **Action: RW/PF.**
  - Fencing.** Invoice awaited. Sam aware. **Action: RW**
  - Tractor Service.** Due Feb/March.
9. **AOB**
  - a **Memorial Area/Fund.** In view of recently deaths of volunteers/benefactors, KP suggested that an area behind the Sensory Ride could be set aside as a Memorial Area. Family/friends could request a tree, bench or plaque and visit without the need to enter the School. ECC to investigate costings for bereaved families and put a Policy in place. **Action: KP + All.**
  - b **Asbestos Survey.** PF suggested that we have not had a professional Asbestos Survey since 2016. RW/PF completed visual survey Autumn 2020, but no intervening records are available. **VL to investigate current requirements regarding asbestos surveys.**

**Meeting closed at 7.55pm**

**Date of Next Meeting: Thursday, 4<sup>th</sup> March 2021 at 6.30pm by Teams.**