

## **ELISABETH CURTIS CENTRE RIDING FOR THE DISABLED**

Minutes of the Hundred and Twenty-second Meeting of the Private Limited Company No 7302917

### **Management Committee Meeting**

Thursday, 1<sup>st</sup> July 2021, at 6.30pm, by Teams

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

Agenda adjusted to discuss items in order of priority.

1. **Apologies for absence:** Debbie Pay
2. **Minutes of Last Meeting:** Approved.
3. **Groom Cover.**

Midnight Blue commence new hours from 5<sup>th</sup> July. Contract to be signed and effective from 19<sup>th</sup> July. MC agreed to continue with panic alarm for MB as we have duty of care. Adjust 'lone worker' policy to reflect MB involvement. KP to arrange annual payment for alarms. KC contract updated and annual leave re-calculated; KC to revisit leave already approved.

#### 4. **Loan of Conker.**

VB kindly offered to transport Conker to HD yard at weekend. HD to sign for saddle and tack. Conker has had vaccinations; GD to clip Conker at HD yard. BHS Loan Agreement used. Loan period 2-3 months. HD responsible for vet. fees, farrier and wormer. Conker's passport required. NFU to be notified of location change for Conker and tack

**Action: RW to contact NFU.**

#### 5. **Electricity Supply**

Our present contract ends July 2021. PF notified and waiting call re. cheapest rate on offer.  
**Post meeting advised that end date is 2022**

#### 6. **Replacement Washing Machine.**

MC agreed that we should purchase 10kg machine. Prices received from Michael Peters, Hotpoint and AO.com. PF to contact AO after dimensions of present machine are re-checked. Connection of machine – KP.

#### 7. **Centre Maintenance and Items Required.**

**Poo Picking** – Sunday, 4<sup>th</sup> July, 10am-12pm. Next session, Saturday, 17<sup>th</sup> July. MC approved purchase of 8 tall poo pickers and 5 ragwort pullers. SJ to also donate 1 ragwort puller. Volunteers to poo pick or pull ragwort.

**Back Field.** MC agreed to pay contractor to mow, to be paid out of field maintenance grant.

**Electric Fencing and Posts.** Old fencing failing as current is not reaching end of tape. KP suggested we purchase 200m (9 strand) fence tape (£28.50) and 20 tall fence posts. Cost of £75.80 approved. **Additional purchase agreed post meeting**

8. **Horse Feed.** Feed contract with Spillers arranged by KP. Feed Room to be re-configured to accommodate the bulk deliveries, necessary to purchase feed at the cheapest rate. Replace 1 feed bin with racking. Concern expressed by MC with regards to protecting feed from vermin. Pest Controller visits regularly, extra traps if required.

9. **Barclays Bank.** VL to contact bank regarding Mandate change.

10. **Ellie X-Ray.** MC agreed to x-ray of Ellie's hock.

#### 11. **Reopening Plans**

a) CD to run additional training course Monday, 12<sup>th</sup> July, 10am-12.30pm.

b) Plan to re-open Monday, 19<sup>th</sup> July. **Post meeting – first session took place on Tuesday 13<sup>th</sup> July**

53 participants assessed by the coaches and will be invited to return to riding or non-riding sessions. Waiting list increased to 43.

Tuesday am riders to be offered Wed. am session until September.

In September, Grey's to move to Wed. am.

Thursday am. Riders not returning until Schools want to return.

**c) Hats.** Adjustable hats with liners to be used. Currently have 16 x small, 9 x medium and 3 x large. Require additional 2 x small, 2 x medium and (possibly) 1 x extra-large. Currently have 14 x liners. Require additional 30 x liners. KP to contact Gatehouse.

**d) Reminder.** KP to send out general reminder to coaches and volunteers re. our policies, as we are dealing with vulnerable participants, and the need to be vigilant, ensuring all documentation relating to volunteers and riders is securely stored away at the end of each session.

**A.O.B.**

- KP to look at 'Three Rings' to assist with managing volunteers.
- Northampton and Buckingham RDAs to be contacted for possible coaching help.
- Tack Sale (date TBA). Advertise that pitches are available. Poster on Facebook.
- VL booked pitch at Bury Farm to sell unwanted tack.

Meeting closed at 8.00pm

**Date of Next Meeting: Thursday 29<sup>th</sup> July at 6.30pm by Teams. (Date rescheduled post meeting)**