

ELISABETH CURTIS CENTRE RIDING FOR THE DISABLED
Minutes of the Hundred and Twenty-Sixth Meeting of the Private Limited Company No 7302917
Management Committee Meeting
Monday, 20th September 2021, at 6.30pm, by Teams

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

1. **Apologies for absence:** S. Armstrong.
2. **Minutes of Last Meeting:** Approved.
3. **AGM. Wednesday, 22nd September 2021.** 7.30pm for 8.00pm at the Centre. Documents sent to members, but awaiting final accounts. **Action: VL contact C. Little.** Trustee Report – Approved. Reports required from Chair (MC), Chair (CC). FRG Report – complete. **Action: VL, KP.** Long Service Awards – to be presented at separate event. To discuss at next meeting.
4. **Finance.** Plan to invoice fees centrally deferred until 2022, as all sessions are not operating yet, and we need time to gather the required information together in order to set up the invoices correctly. Any adjustments to this half-term's fees paid will be made at half-term.
Gift Aid from previous financial year to be claimed. Approx. £900. **Action: VL.**
Deficit for current financial year, approx. £10K
Grants. AB reported that a Parklands resident suggested we apply to 'St. James Place Wealth Management' who, if approved, could allocate funds up to £10K for a project or towards running costs. They would require sight of our latest accounts and would monitor how the money is used.
Action: AB.
Virgin Money Giving is closing down. KP investigated alternatives and gave details of Just Giving, CAF Donate and Wonderful.org. MC discussed and agreed that we try CAF Donate. Collection boxes will require new QR code. **Action: KP.**
5. **CC and Horses.** CC discussed fees and sessions. Volunteers gradually returning and steady trickle of new volunteers. No sessions planned for half-term week and Tuesday am and Thursday am sessions yet to start.
Horses. Rio to come on trial. Huggy's condition worsened over the last 2 weeks, but now under control with additional inhaler and he must be kept outside. Horses' Trust have offered him a retirement place but this isn't available until March. Contact Horses' Trust to ask about alternative options for retirement. Also need to contact RDA to understand our position while he is awaiting retirement. AB felt a decision re. Huggy should be made at end of October. **Action: VL.**
Schools should soon be returning when a coach is available. No response from the prospective coach from Leicester. Prospective coach from a neighbouring county, who has been at the Centre previously, has come forward to help.
6. **Centre Maintenance.** Lights at Feed Room end of Stable Block to be replaced. List of requirements needed. (KP). Three quotes to be obtained from D. Waby (VB), the electrician that did PAT testing (RW) and electrician known to AB.
RW/PF to do visual asbestos check in next few weeks.
7. **Fundraising.** Autumn Fair, Sunday, 3rd October. 11am – 3pm. Posters and flyers out, but extra volunteers needed. Notice to be put in 'Beds Life' and Bromham Parish website. KP to be with horses in stables, along with volunteers. Three guest stalls – Stain glass, Paintings, and Decorated bottles with lights. Plan to set up Saturday, 2nd October.

Tack Sale. Sunday, 24th October. Notice to be put on Facebook and shared with horse community.

Indian Summer, Quiz and Curry Night.

Action: VB.

Buy a Brick. AB to make Foamex board with 'bricks' for sponsorship.

Action: AB.

Next FRG meeting, Tuesday, 28th October.

8. First Aid Course. Well-received and complimentary comments from participants. Certificates received. PF to send KP certificates for Centre records.

9. AOB

VB reported that her husband's Rotary Club has offered to do some gardening at the Centre. Risk Assessment to be completed. Date TBD, but suggested Friday or Sunday when no riding sessions. Garden rubbish can be removed. List of work required to be drawn up.

Action: RW/PF.

AB suggested that Bromham Scouts could be contacted with view to helping with gardening as part of their badgework. Contact Camilla King (GSL).

Prince of Wales – displaying Autumn Fair post and agreed to have a Collection box.

Christmas Meal for volunteers – discuss next meeting.

VL suggested that we ought to draw up a list indicating roles and responsibilities across the MC.

Meeting closed at 8.00pm.

AGM, Wednesday, 22nd September 2021, 7.30pm for 8.00pm.

Date of Next Meeting – TBA after AGM with new Management Committee.