

ELISABETH CURTIS CENTRE, RIDING FOR THE DISABLED

Minutes of the Hundred and Thirty-Sixth Meeting of the Private Limited Company No 7302917

Management Committee Meeting

Monday, 11th April 2022, at 18.30, at Elisabeth Curtis Centre.

Present – V Liston (Chair), P Farr (Secretary), K Palmer, V Bradley, D Pay.

1. **Apologies for absence:** S Armstrong, A Barnes
2. **Minutes of the Last Meeting:** Approved.
3. **Financial Update, Grant Applications.**

Our cover has increased to 10.6 months, with riding fees due to start being paid later in April. Grant Application to Beds. Education Association, awaiting response. Grant received from Sport England for repair to fence in Field 1 and assessment/work on trees in Sensory Ride. Freemasons – missed April deadline; grant would be project-based. Grant from Bedford Borough Council received (£2,286).

Trustees Roles and Responsibilities – deferred until full Committee. VL to share initial draft of current roles and responsibilities as a starting point for this agenda item.

4. **Coaching Committee/Horses.**

Lolly- Vet has recommended treating Lolly with Regumate, cost approximately £1K/per year for life, assuming it proves successful. MC agreed to this medication for Lolly. Review to see if prescription is working. Regumate is not a banned substance for Regionals/Nationals, but it was noted warning around handling this medication..

Huggy. Now at Horses Trust – our thanks to GD and LO for supporting with Huggy's move.

Hats. After January 2023, all hats must be VSG1 standard.

Regionals. Sunday, 8th May 2022. Total 16 riders, 4 of which take part in 2 classes. Lolly, Dixie, Muscadeu and Sam going. Offer of trailer from SA, so may take Bobby to see how he reacts. Cost:- £45 - £50 per rider to cover cost of transport, entries and other associated costs. Customised tops for riders. Hats required for all riders/volunteers. Look for Sponsor to pay for Nationals.

Thank you to CC for arranging Regionals.

5. **Fundraising.**

Curry and Quiz Evening. Very successful with 101 tickets sold. Over £1,500 profit. Thanks to VB.

Tack Sale. Friday, 8th April Timing extended to 7pm – 10pm. Refreshments available. Low attendance. VB suggests Rug Sale with rugs sold at a reduced price to reduce stock levels. Suggested that low attendance may be due to people going on holiday for Easter.

Easter Coffee Morning. Sunday, 10th April, 10.30am-12.30pm. Again, low attendance. £274.10 profit, but many hours of work to achieve this result. Not well advertised in Bromham.

Bromham Show. Saturday, 3rd July. Offered a pitch, so accepted provisionally. FRG stressed that, as this is a whole day event, volunteer help essential.

Summer Fair. Saturday 10th July. Cancelled.

Post Box. VB contacted Peacocks re. valuation and has sent photographs. In hand.

6. **Waverley Carriage Driving Update.**

Recent invite for those interested locally. 15-16 attended for presentation. 4 potential participants. Possibly train Sam for Carriage Driving. Ann Mitchell attended and is supportive. No approval yet for ISO unit from Bromham P.C. as quorum was not reached at

the last P.C. meeting. Waiting to hear from Bedford B.C. re. licence to allow horse to be brought on-site for carriage driving use.. KP to approach Waverley to bring small carriage to the Centre, to be kept outside near mower, ahead of ISO unit and other carriages, plus tack.

7. AOB

Covid. Still advise use of masks inside. Anyone on-site alone should sign-in or use WhatsApp Group.

Electrical Work in Stables. Thursday, 21st and Friday, 22nd April. AB on-site.

Quotes. PF suggested that if quotes from tradesmen are needed, she arranges dates/times to suit her availability. This was agreed by MC.

Newsletter. It was agreed to produce a general newsletter, and a short newsletter including Ros' funeral details and obituary, to be shown to Ros' family before issue.

Sharing of some MC tasks MC discussed sharing out of some roles due to workload of some MC members and the need to cover tasks that had been undertaken by RW. AB has been trained on Fire Alarm testing. MC members will share periodic testing of emergency lighting, defibrillator, and checking First Aid kits. Also suggested that we look to see if any volunteers would be interested to support with tractor driving duties.

Database. DP suggested databases could be produced for participants and volunteers, making it simpler to extract details of individuals in certain categories, e.g. years of service, age groups, DBS eligibility, etc. This would initially be built on Excel, but then if we were successful in receiving funding for IT projects, it could be transferred across to a database system. The databases would support with grant applications, which often ask for different breakdowns of participants/volunteers/both, but could also help with day to day tasks including tracking DBS checks, training and long service awards.

Long Term. Aim to recruit more coaches and build up number of participants to pre-Covid levels.

Meeting closed at 22.10.

Date of Next Meeting: Management Committee, TBD
Face2face meeting at Elisabeth Curtis Centre