

ELISABETH CURTIS CENTRE, RIDING FOR THE DISABLED

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

Management Committee Meeting

Monday, 14th March 2022, at 7.30pm, by Teams

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

MC wish to send Ros and her family their best wishes; their thoughts are with them at this difficult time.

1. Apologies for absence: R Ward

2. Minutes of the Last Meeting: Approved.

3. Financial Update, Grant Applications.

- Prior to the meeting, SA had requested some information re. the Centre's financial position, income, expenditure, etc. VL and KP had responded to the request, emailing this information to all Trustees.
- KP agreed to produce an Income/Expenditure report prior to MC meetings. He estimated our cash coverage as 7.9 months.
- We discussed our current items of expenditure and the work that has already been done to reduce this where possible, including the changes to our telephone and internet contract and reducing the number of Safepoint licenses.
- In addition we need to make sure we are filling any available spaces on our riding sessions. At this point in time, St. John's has not returned and bringing in new riders is dependent on having sufficient volunteer numbers, which currently fluctuate week by week.
- Grant applications are being made, with KP undertaking extensive research on the grants we can apply for, but there are restrictions as to how some can be used, and some will require the accounts from this financial year, showing our reduced level of reserves. Further applications planned to include Henry Smith, Lloyds and others, including a more specialist fund to support with the building of a database for the Centre, which would support with the running of the Centre and with providing some of the information we are needing for grant applications.
- The following year will see an increase in expenditure in line with the wider economic situation with increases to utilities and staffing costs and likely increases to other costs. FRG may show reduction in amount raised.
- KP has asked LEO Bookkeepers to change some account codes to make it easier to use. All Trustees have access to Xero. DP and SA offered their help with financial matters.

4. Fundraising.

It is recognised that the Group will struggle to realise the predicted income, with the loss of Ros. A wider Group would contribute useful input, in addition to being able to share the workload. We need to look at how we can encourage more people to join the group and/or help out at events. MC members agreed to offer support at events.

Tesco's Blue Token. Approx. 12 month wait.

Collection Boxes. Focus on locations where most money is collected.

Recycle Cartridges. Potentially a big earner with Santander, Mel Guy and other businesses helping.

'200 Club' To be introduced soon.

Big Ticket Event. Contact Organisations with request to run event for us or whether there are other ways they can support us: Freemasons, Bedford Rotary, Park Rotary, Round Table, Charles Wells, Baker Bros., and Lions.

Tack Sale. April 8th based on feedback event timing extended to 7pm – 10pm. Refreshments to be available. Possibly use back field in better weather for stalls, subject to ground conditions.

Car Boot Sale. VL and LO raised £229 selling tack. Most ever raised!

ECC Membership. Due April. RW has information. PF to take over.

Coffee Morning. Made £295.

Huntington Races. 10 volunteers collected £525.

5. Coaching Committee / Horses

Huggy due to be retired to Horses' Trust on 31st March, subject to a negative Strangles test. LO (Tuesday evening volunteer) kindly agreed to provide transport, VL to cover to diesel cost.

Regionals – Sunday, 8th May 2022.

6. Waverley Carriage Driving

Container Unit in back field. It has been decided that, subject to agreement from Bromham P.C. Waverley will purchase container unit to accommodate their equipment. This to be located on a solid base, behind the Hay Barn. Awaiting response from Bromham P.C regarding this request. Waverley is obtaining quotes for container.

'Meet and Greet' for all interested in this project arranged for Saturday, 26th March. All welcome.

7. AOB

KP has mapped out the school and 'marked' it into 27 blocks, each one to accommodate stall for hire during events, to make running and booking events easier.

KP set aside cash in safe to be used for float for events.

MC agreed that the Centre debit card only to be used for recurring payments and the ordering of feed and bedding, as Hunters don't offer an alternative payment method. SA suggested investigating to see if we can purchase feed/bedding at cheaper rate.

KP to further investigate Soldo or Pay Pal for payment card.

PF asked if grant received for stable lighting (£2,500) covered all the work we needed. It was agreed that the lights in the stable, plus the security lighting were covered.

The work on the Giraffe House to enable easier access, which required approx. £400 for wood, would not go ahead at this point in time.

Meeting closed at 9.40pm.

**Date of Next Meeting: Management Committee, Monday, 11th April 2022 at 6.30pm.
Face2face meeting at Elisabeth Curtis Centre**

Post meeting – the Centre received the devastating news that Ros sadly passed away. Our deepest condolences go to Ros's family and friends.