COTSWOLD RIDING FOR THE DISABLED ASSOCIATION
ANNUAL GENERAL MEETING

Minutes of the Annual General Meeting held in the Insurance Suite, Cheltenham Racecourse on Monday 23rd October 2023 19:00

All members of the CRDA had been given notice of the meeting and 40 attended plus 18 non-members

1. Apologies received.

- Duncan Smith
- Lesley Gorton
- Louise Dennison
- John Lawrence
- Margaret Lawrence
- Lee Lawrence
- Annie Ellis
- Edward Gillespie
- Philippa Hammond
- Claire Jenkins

2. Welcome from the Chairman

In the absence of the Chairman, Melanie Pomfret welcomed attendees, on behalf of the Board. In addition, she passed on the apologies of the chairman Duncan Smith due to last minute work commitments. She confirmed that a quorum for the meeting was required and was achieved by at least 10% of the members attending.

The Mayor of Cheltenham, Counsellor Matt Babbage, addressed the meeting underlining the good work of the organisation and his personal appreciation reflected in Cotswold RDA being one of three local charities chosen to benefit from his charitable events during the year.

3. Presentation of Awards - Citations were read by Debbie Powell, General Operations Manager and trophies were presented to:

Silver's Cup: for the Most Improved Young Rider
Presented by Sophia Bevan (granddaughter of Norman Tebworth) to **Archie (not present)**

George's Trophy: for the Most Improved Adult Rider
Presented by Cllr Babbage to **James Cosgrave**

Ryan's Award: for the Most Outstanding Young Volunteer
Presented by Cllr Babbage to **Charlie Stickings**

Award for Outstanding Volunteers
Presented by Cllr Babbage to **Eric Ainslie**
Presented by Cllr Babbage to **Stephen Hickling**
Presented by Cllr Babbage to **Mary James**

Awarding of RDA Gold Horse Care Proficiency Award
Presented by Cllr Babbage to **Victoria Smith**

4. Minutes of the AGM held on 21 October 2022

The Minutes were approved.

5. Chairman's Report

Melanie Pomfret delivered a report on behalf of Duncan Smith, detailing the key achievements of the organisation as well as the challenges especially around funding.

Special mention was made of the outstanding work of the staff, coaches and volunteers in giving maximum opportunities to riders and developing off pony new educational programs. Over the year to March 2023, over 170 riders benefitted from sessions and 113 new volunteers.

He also explained the management restructuring and that Lesley Gorton, Commercial and Fundraising Manager, will unfortunately be moving on at the end of the year. Thanks were expressed from the organisation and good wishes for the future.

Melanie also underlined that Duncan would be standing down from the Board and his role as Chairman; she expressed thanks for his work over 7 years and wished him well. Additionally, Lynne Pardoe and Michelle Ryan, Treasurer, have stood down during the year, again she expressed appreciation for their work.

Additional tributes were paid to Joyce Guilder for Volunteering with Cotswold RDA since 1975 and Sonia who raised over £2,000 by wing walking in celebration of her 90th birthday, as well as our riders' achievements in the National Championships and unmounted qualifications in~~s~~ horse care and modules with the ASDAN program. Special thanks were expressed to Sue Clowes and Judith McNeill-Wilson for their work in developing the ASDAN courses aligned with RDA activities, a framework now being used by other centres.

Debbie Powell then detailed the proposal for improving the arena facilities both for current and future operations and income opportunities. This would utilise £250k allocated funds plus require a further circa £250k via fundraising. Planning drawings were available for view and support from the Jockey Club confirmed alongside linked with an 'intention to lease' for a further 50 years enabling capital funding to be sought.
The members were asked for their support and approval of this project which was given.
Detailed construction planning would now commence and communication would be ongoing on the scheduling and impact on 2024 operations.

6. Treasurer's Report and Financial Statements for the year ending 31 March 2023

Trustee Report and financial statements were circulated prior to the meeting.
Highlights:

- Overall deficit £37k
- Total income £269k (-32%)
    - Lower income from grants and legacies after 20/21 and 21/22 being unusually high due to a large legacy and pandemic recovery grants, all other incomes up.
    - Key donors were listed and thanked.
- Charitable expenses £295K

- 20% increase year on year- overall good cost control however general costs are impacted by inflationary increases.
- Trading Company
  - 2nd year of Trading resulted in a £13k profit offset by loss of £23K in 21/22
  - Intercompany loan reduced by £27k to £43k
  - Further growth expected in 23/24 with a plan to source extra outlets.
- Reserves
  - Total assets £789k with £414k cash including £250k allocated to the Extension Project.
- Outlook for 2024
  - Currently there is further improvement in income from charitable activities with legacy and corporate fundraising initiatives planned and a capital fundraising appeal to launch in winter 2023.

7. Election of Directors / Trustees

Renominations

- Lindsay Baker - second term to 2025 – proposed Judith Johnson
- Judith McNeill Wilson – second term to 2026 – Jane Hamilton
- Brenda Adams – second term to 2026 – Jo Cockwill

New Trustees

- Maggie Brigden – first term to 2026 – Gill Ainslie
- Stephen Pidgeon – first term to 2026 – Laura Brookes
- Holly Earl – first term to 2026 – Melanie Pomfret
- Tim Baylis – first term to 2026 – Stephen Pidgeon

Approved by the meeting

Election of Officials

The Board proposed

- Tim Baylis as Chair
- Brenda Adams remaining Company Secretary and temporarily fill post of Honorary Treasurer.

Approved by the meeting

Number of Trustees

- Within our Articles we can have up to 11 Trustees including Chair, Treasurer and Secretary.
- This takes us to 9 with vacancies for a Treasurer and one other.
- Request to membership to approve the Board recruiting up to 2 more to support the specific skills required.

Approved by the meeting

8. Any Other Business

No questions were submitted or tabled.
There was no other business and the meeting closed at 19:55. Melanie Pomfret thanked everyone for attending.