

**Minutes of the 52nd Annual General Meeting
of the
Andover Riding for the Disabled Group
held on
Wednesday 22nd November, 2023
at St. Mary Bourne Village Hall, St. Mary Bourne, SP11 6BE**

Present:

| | | |
|-------------------------|---------|---------------------------------------|
| Alex Hanbury-Williams | Trustee | Chair and Children's Riding Organiser |
| Mark Hyson | Trustee | Treasurer |
| Jacqueline Abdollazadeh | Trustee | Secretary |
| Sean Cannon | Trustee | |
| Sue Cox | Trustee | DBS and Safeguarding |
| Pauline Copping | Trustee | Operations |
| Dr. Rosie Davies | Trustee | |
| Penny Wilkins | Trustee | Abbotts Ann Ride Leader |
| Maureen Wood | Trustee | Coach |

Members and supporters who attended are listed on the Meeting sign in sheets.

Welcome

AH-W warmly welcomed all present and thanked the members, supporters and Trustees for joining ARDA's 52nd AGM.

JA informed those present that we had no postal/proxy votes for the AGM. Our Constitution stated that we must have a minimum of 10% of our Members present to reach our Quorum for voting. Our membership numbers as of 1st November 2023 stood at 65 voting members. The number of members attending this meeting was 22, therefore the meeting was quorate.

1. Minutes of the 51st AGM and Matters Arising

The Minutes of the Andover Riding for the Disabled 51st AGM have been circulated to all members and read prior to the AGM. Two minor corrections had been notified to the Secretary and updated minutes were presented for approval.

The Chair requested a show of hands from the Members to approve the updated Minutes, and this was duly given in favour. The Minutes were accepted and signed by AH-W.

There were no matters arising from the Minutes.

2. Treasurer's Report

A summary of the Trustees' Annual Report for the year ending 31 March 2023 had been distributed to all members before the AGM. Copies of the full version of the Trustees' Annual Report were available at the meeting.

MH explained the report with the following highlights:

In the Statement of Financial Activity:-

Donations were lower and there was no Hiscox sponsorship for the Golf Day (£6,000 in 2021), though the Golf Day itself was very successful, raising £6,748, thanks to the efforts of Mike Strong and the fundraising committee. Other income included higher card sales by Carolanne Bowyer of £1,771, the

Country Quiz brought in £2,710 and rider contributions increased to £1,863. The M&G investment income increased to £1,874 this year but the investment bond value fell by £2,167, bringing total income for the year ending March 2023 to £17,715 compared to £24,707 in the year ending March 2022.

Expenses for running ARDA operations were up significantly in the year ending March 2023, mainly due to repairs to the horse van that was purchased. Insurance of £4,500 was received for Danny Boy that has been put towards the purchase of a new weight-bearing horse. Total expenditure increased by £8843, £5621 of which was for transport costs and £2,802 for equipment and there was a net deficit of £3,372 compared to net income of £12,463 in 2021/2.

In the Balance Sheet:

The M&G investment bond reduced in value this year, ending at £33,287, and cash was lower at £35,769 compared to £46,052 in 2022 due partly to the purchase of the horse van costing £9,750. Net assets were £79,703, down by £5,539. While this seemed a healthy financial position, it could be easily used up by future running costs such as the purchase of new equines, therefore fundraising remained an important activity.

AH-W thanked MH for keeping the ARDA finances well controlled and for making the Golf Day a great success once again.

3. Chairman's Report

A copy of the Chairman's report had been circulated to all members prior to the AGM. The report is attached as Appendix A. AH-W presented her report to the meeting. The Chairman also presented Long Service Awards (refer to the Chairman's report at Appendix A) and presented a gift to retiring Trustee and Secretary, Jacqueline Abdollahzadeh. There were no questions arising from the report.

4. Retirement of Trustees

As required by the Constitution, one third of the committee members retired by rotation, those longest serving in office retiring first.

All members had been invited to vote on this process via a postal/proxy service prior to the AGM taking place. The re-election process was managed by Dr. Rosie Davies, Trustee.

The three Trustees of Andover RDA who retired by rotation were:

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|--------------------|---------|
| Maureen Wood | Trustee |
| Sue Cox | Trustee |
| Jaci Abdollahzadeh | Trustee |

All except Jaci Abdollahzadeh offered themselves for re-election. AH-W thanked her for the helpful secretarial support she has given to ARDA over the past 3 years. JA was presented with a gift and Members applauded.

A Proposal for the role of **Trustee – Maureen Wood** was sought.

Mary Childs proposed **Maureen Wood** for the role of **Trustee**.

There were no other proposals for this role.

The Proposal was Seconded by **Carolanne Bowyer**.

Following a show of hands in favour of the proposal, **Maureen Wood** was re-elected as **Trustee**.

A Proposal for the role of **Trustee – Sue Cox** was sought.

Janice Miles proposed **Sue Cox** for the role of **Trustee**.

There were no other proposals for this role.

The Proposal was Seconded by **Sarah Oldham**.

Following a show of hands in favour of the proposal, **Sue Cox** was re-elected as **Trustee**.

5. Election of Trustees

A Proposal for the role of **Trustee/ Secretary – Gilly Summers** was sought.

Sarah Dodds proposed **Gilly Summers** for the role of **Trustee/ Secretary** .

There were no other proposals for this role.

The Proposal was Seconded by **Carolanne Bowyer**.

Following a show of hands in favour of the proposal, **Gilly Summers** was elected as **Trustee**.

As required by the Constitution, a person appointed as a trustee by the Committee since the last AGM shall retire at this AGM. The following Trustee was appointed during the year:

Sean Cannon Trustee

Sean Cannon offered himself for re-election.

A Proposal for the role of **Trustee – Sean Cannon** was sought.

Sarah Oldham proposed Sean Cannon for the role of **Trustee**.

There were no other proposals for this role.

The Proposal was Seconded by **Elizabeth Maclay**.

Following a show of hands in favour of the proposal, Sean Cannon was re-elected as a **Trustee**.

6. Members' Proposed Resolutions

No Members had proposed resolutions in advance of the meeting.

7. AOB

There was no other business.

The Chairman thanked the Members and Supporters for their attendance and closed the meeting at 7.15pm.

The 2023 AGM will be held on Wednesday 20th November 2024 at St Mary Bourne Village Centre

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| Minutes distributed, read, and agreed by members on – | Wednesday 20th November 2024 |
| Adopted by Chairman on – | Wednesday 20th November 2024 |
| Signature of Chairman – | |

Appendix A

2023 AGM Chair's Report

When I succeeded Mary as Chair at the AGM last November, I told everyone that I would lean very heavily on the Board of Trustees for support and *Goodness* have they stepped up to the mark! Without their unflagging help and commitment, I cannot imagine how I would have managed. We have created a new and, dare I say it, very successful model for our board so that each trustee has a specific role such as safeguarding, coaching and fundraising. I'm hugely grateful to each of them for their incredibly hard work, excellent management skills and patience in explaining the details of various issues to me. It has meant that I can continue to run my own business, carry on as a children's Ride Organiser and fulfil other commitments without feeling overburdened and I hope that this will encourage future chairs to step forward knowing that it is not a 24/7 role.

I would like to welcome Sean Cannon, Headteacher at Icknield School, who has agreed to join our board of trustees. I am sure he will be an invaluable addition, especially in providing a fresh perspective on the needs of our child participants.

I am delighted to announce that this year both Elizabeth Maclay and Penny Wilkins have been awarded the President's Award by National RDA. This award is made to volunteers who have given at least 30 years' service and have shown exceptional dedication to the Association. The award is presented by HRH The Princess Royal to a maximum of 12 volunteers nationally so many congratulations to them both.

We have had a really fantastic year; organising over 120 riding sessions. Our brilliant coaches have excelled themselves helping almost every one of our children riders to achieve Proficiency Tests in both Riding and Horse Care at either Grade One, Grade Two or, for the first time ever, Grade Three levels. I am so proud of them all. Watching the children from Icknield, Norman Gate, Mark Way and Wolverdene schools really blossom under the sensitive and inspirational encouragement of Jules, Siobhan, Maureen, Janice and Mary has been a huge privilege. We really are very lucky to have such talented coaches.

Although the Adult Ride had a difficult start to the year with horse and transport shortages, Maureen and Penny persevered and we are now the proud owners of 'Boots' who has already proven a great success. The Ride has gone from strength to strength,

culminating in the really sensational achievement of our blind rider JJ winning the Rachel Plumbe cup awarded for outstanding progress or improvement in difficult circumstances. Huge congratulations to him and to Maureen for coaching him.

I'm not sure everyone is fully aware of how much planning and effort goes into each session and our wonderful Ride Leaders Penny, Sue, Sarah, Elizabeth, Mary (and myself) put in an enormous amount of work to make sure that each session has enough ponies and volunteer leaders and side-walkers and that the venue is safe, first aiders are present, tack is correct and each rider is matched up with a suitable horse or pony. It is amazing what we achieve, even though I say so myself!

We have had a successful recruitment drive for new volunteers and I am heartened by all the new faces that have joined our ranks of seasoned helpers. Of course, we always need more volunteers – after 11 years of being a Ride Leader I have realised that you can never, ever have too many helpers! We are so very grateful to them for their time and effort and for keeping smiling and encouraging ponies or riders, sometimes in challenging circumstances.

As you know, our most important asset is the 12 wonderful horses or ponies that we have used for RDA activities this year. Six are lent to us for sessions by their owners, Penny, Sue Baker, Louise Banbury, the Orange family and Jo Strong. We are hugely indebted to all of them. Sadly, Jo Strong has decided to give up her two ponies. She has been a wonderful supporter and we are really grateful to her for lending us various ponies for so many years. I'm happy to report that we think we have already found replacement ponies and are currently in the process of organising their care.

Of the six ponies on loan to or owned by Andover RDA, four are fully looked after by volunteers who generously share the care costs. I would like to say a really big thank you to Maureen, Barry, Jules and Elizabeth for all their hard work and commitment. The other two ponies, Smarties and Linford, are cared for by a fantastic team of volunteers and paid staff at Spring Meadow brilliantly organised by Mary Childs. Linford is on permanent loan to us from Siobhan Booth and we are extremely grateful to her – he is a firm favourite with all. These two ponies were used for all six children's sessions during the Summer and Autumn and for the adult ride during the winter so they really earn their keep.

A really big thank you to Mary and Rob Childs for loaning us their paddocks at Spring Meadow for the last 5 years – I don't know what we would have done without them, especially during the difficult Covid years. Next year we will be moving our children's

rides and ponies to Stoke House. John and Catherine Scott have very kindly agreed to let us graze Smarties and Linford in their paddocks and we will use their wonderful arena for our sessions on Tuesdays and Wednesdays.

I am very grateful to Gilly Summers for her IT skills and expertise in helping update our website and social media pages – she has put in a lot of work and has done an amazing job. She, Jaci and Pauline, who carry out a huge amount of our administrative chores, are wonderful and never make me feel like a dinosaur for my inability to grasp the intricacies of zip files or Google Drive. Thank you also to Sue Cox for making sure our rides meet safeguarding requirements.

Jaci is sadly stepping down as Trustee Secretary and I would like to say a big thank you to her for all her hard work, knowledge and enthusiasm. You have been amazing. A warm welcome to Gilly Summers who will be taking over the reins from Jaci as Trustee Secretary.

We are lucky to have an enthusiastic fundraising team who have achieved great things this year especially through their work for the Quiz Night in March and the very successful Golf Day this September which raised over £11,000 and for which a special thank you must go to Hysons and to Mike Strong who organised it all beautifully. We were exceptionally lucky to have received a very generous donation from the Test Valley Charity Clay Shoot this year thanks to Alastair and Sarah Dodds and also from the Andover Chamber Choir. These and sums raised from Whitchurch and Upper Clatford WI's, Carolanne's amazing card sales, Liz Snowden and her team's Christmas wreath sales and the Asda token scheme have meant that we have been able to buy our new horse, carry out transport repairs and continue with our everyday costs without causing Mark too much pain.

Finally, we rely on the kindness and support of people such as yourselves to continue enriching the lives of so many through the magic of horse-riding therapy and I'd like to wish all Andover RDA members and supporters a very Happy Christmas and give my best wishes for a joyful and successful New Year.