



# **Pegasus Riding for the Disabled Association**

**Registered Charity, No: 1171377**

## **Trustees' Annual Report & Statement of Financial Activity for the Year Ended 31st December 2021**

### **Trustees**

Gill Petty  
Katy Mongan  
Caroline Riley  
Caroline Dixon  
Klaudia Darbinova  
Megan Holland  
Hughie Mulhall  
Karen Reilly



# Trustees' Annual Report & Statement of Financial Activity for the Year Ended 31<sup>st</sup> December 2021

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## Contents

<b>1</b>	<b>Reference and Administration Details.....</b>	<b>3</b>
1.1	Charity Name & Registration .....	3
1.2	Charity's Address.....	3
1.3	Names of the Trustees Who Manage the Charity.....	3
1.4	Names of Advisors & Senior Members of Staff.....	3
1.5	Bank.....	4
<b>2</b>	<b>Structure, Governance &amp; Management.....</b>	<b>5</b>
2.1	Type of Governing Document .....	5
2.2	Charitable Objects.....	5
2.3	Trustee Selection Methods .....	5
2.4	How New Trustees are Inducted and Trained .....	5
<b>3</b>	<b>Activities, Achievements and Performance .....</b>	<b>6</b>
3.1	Statutory Declaration .....	6
3.2	Participants .....	6
3.3	Horses.....	7
3.4	Volunteers.....	8
3.5	Governance .....	9
3.6	Planning for the Future .....	9
3.7	Trustee Development.....	10
<b>4</b>	<b>Financial Review.....</b>	<b>11</b>
4.1	Details of Any Funds Materially in Deficit.....	11
4.2	Policy on Reserves.....	11
4.3	Principal Sources of Funding and Outgoings.....	11
4.4	Remuneration of Trustees .....	12
4.5	Financial Status .....	12
4.6	Statutory Statements on Liabilities.....	13
<b>5</b>	<b>Statement of Financial Activity .....</b>	<b>14</b>
5.1	Independent Examiner's Report on the Accounts.....	14
5.2	Receipts & Payments Accounts for the Financial Year Ended 30-Dec 2021 ...	15
5.3	Notes to the Accounts.....	17

# Trustees Annual Report & Statement of Financial Activity for the Year Ended 31<sup>st</sup> December 2021

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## 1 Reference and Administration Details

### 1.1 Charity Name & Registration

Pegasus Riding for the Disabled Association (RDA)

The charity is a Charitable Incorporated Organisation, registration no: 1171377, registered with the Charity Commission on 30 January 2017.

The charity is registered with HM Revenue & Customs.

### 1.2 Charity's Address

13 Kirkby Avenue

Sale

Cheshire

M33 3EP

e-mail: [pegasusrda@gmail.com](mailto:pegasusrda@gmail.com)

website: [www.pegasusrda.org.uk](http://www.pegasusrda.org.uk)

### 1.3 Names of the Trustees Who Manage the Charity

<b>Name</b>	<b>Role</b>	<b>Appointed</b>	<b>Resigned</b>
Gill Petty	Chair <sup>1</sup>		
Katy Mongan	Chair <sup>1</sup>		
Caroline Riley	Treasurer		
Megan Holland	Secretary <sup>2</sup>		
Caroline Dixon	Secretary <sup>2</sup>	Nov 2021	
Klaudia Darbinova			
Hughie Mulhall			May 2021
Karen Reilly			May 2021

### 1.4 Names of Advisors & Senior Members of Staff

None

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<sup>1</sup> Gill Petty retired as Chair in May 2021, still holding role of Trustee. Katy Mongan was co-opted into the position of Chair

<sup>2</sup> Megan Holland stepped down as group Secretary in November 2021 and was replaced by new Trustee Caroline Dixon.

## 1.5 Bank

CAF Bank  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

The Co-operative Bank  
PO Box 101  
1 Balloon Street  
Manchester  
M60 4EP

## **2 Structure, Governance & Management**

### **2.1 Type of Governing Document**

Constitution – based on the Charity Commission’s model governing document for Foundation Charitable Incorporated Organisations, *ie*: where the Trustees are the only Members of the charity.

### **2.2 Charitable Objects**

As defined in Pegasus RDA’s Constitution (Governing Document):

*The charity’s objects are:*

*“...to promote the objects of the Riding for the Disabled Association incorporating Carriage Driving, a charity registered under charity number 244108 (“RDA”) by providing disabled people with the opportunity to ride and/or to carriage drive to benefit their health and wellbeing in the South Manchester area”.*

### **2.3 Trustee Selection Methods**

There must be at least three charity trustees. The maximum number of trustees is 11.

In accordance with the Constitution, Trustees are required to retire by rotation – at every annual general meeting, one third of the charity trustees are required to retire from office. The charity trustees to retire by rotation shall be those who have been the longest in office since their last appointment or reappointment.

In appointing Trustees, due consideration is given to ensuring that the Trustees have, between them, the skills and experience necessary to manage the charity effectively and in accordance with charity law.

### **2.4 How New Trustees are Inducted and Trained**

The charity trustees provide each new charity trustee, on or before his or her first appointment:

- A copy of Pegasus RDA’s Constitution and any amendments made to it; and
- A copy of Pegasus RDA’s latest trustees’ annual report and statement of accounts.

## 3 Activities, Achievements and Performance

### 3.1 Statutory Declaration

The Trustees of Pegasus RDA confirm that they have paid due regard to the guidance issued by the Charity Commission on public benefit in deciding what activities the charity should undertake.

### 3.2 Participants

Life for Pegasus in 2021 mirrored the experiences of everyone across the globe with lockdowns affecting the ability of the group to run in the early part of the year. As we had done throughout 2020, we kept in touch with riders and volunteers via Facebook, email and Zoom meetings. This could never replicate our Sunday morning experience but ensured that we remained in touch, waiting patiently for the time when restrictions were eased, and we could start to look at options for getting the group properly up and running again.

It wasn't until April 2021 that the trustees were able to start to tentatively think about the resumption of lessons and we met in the middle of the month to start to plan how we would operate under the new restrictions. This was followed by a training day for volunteers at the end of April to refresh skills and knowledge on horse care, leading and side-walking.

Sessions resumed from 9<sup>th</sup> May onwards with restrictions in place regarding social distancing, mask wearing and hand cleansing. This made the running of the sessions more of a challenge in terms of logistics, but we were all overjoyed to return to some semblance of normality on Sunday mornings. To help ease our riders (and volunteers!) back into RDA sessions after such a long time off, we began by offering Pony Corner sessions, allowing participants a chance to pet and groom a pony in quiet surroundings, before resuming ridden lessons.



Participants experiencing “Pony Corner” sessions before returning to riding.



Lessons were focused on supporting our riders and volunteers back into RDA life and we also introduced more regular hacks into our programme to give us all the opportunity to feel the benefit of riding in the fresh air, enjoying the views in the countryside/farmland surrounding the yard. We are fortunate to have the use of an outdoor arena and access to bridleways for hacking, which we made use of in the good weather to minimise close contact.



**Riders enjoying a hack in good weather.**

From 3<sup>rd</sup> October, we returned to our pre-lockdown schedule of four lessons on a Sunday morning, which was fantastic! This meant that all of our riders were able to return to riding on a two-weekly cycle and allowed us and them to settle back into a regular riding routine. It was amazing to welcome back some riders who we had not seen for over two years! Weather permitting our more advanced riders were given the opportunity to have a semi-private lesson outside, alongside our group lessons which took place in the indoor arena.

With a couple of exceptions, the vast majority of our riders returned to riding post-lockdown, with any subsequent gaps quickly filled by new riders from our extensive waiting list.

We ended the year having conducted sessions on 33 weeks of the year, delivering 12 pony corner sessions and 287 individual rides to 37 participants.

### **3.3 Horses**

When ridden sessions resumed in the spring, we found ourselves in the fortunate position of still having the use of the NCEC ponies that had previously been used in the riding school. We also had the use of our horse Cooper, who is jointly owned by Pegasus RDA and NCEC.

In the early summer we took the decision, alongside NCEC to sell Cooper to the couple who had loaned him since the start of the pandemic in March 2020. Whilst this was a difficult decision, it was the right thing for Cooper in terms of his development. Unfortunately, this did leave us in the unfortunate position of not being able to accommodate some of our riders due to Cooper being our largest, weight-bearing horse.

In August we purchased a new horse, Dougie, who was warmly welcomed into our horse team. Dougie is now a firm favourite at Pegasus with riders and volunteers alike. Dougie faced some challenges over the winter with his health and has been affected by lameness and arthritis. We continue to consult closely with our vet and hope to bring him back into lighter work soon.



**Dougie.**

In November, the group was offered the exciting opportunity to provide a home to two potential new ponies. We are now undertaking our next big milestone of fundraising for a new stable block, with work having started to clear a site at the back of the yard in. The stables have been ordered and will be constructed early in 2022, which is a massive achievement. Specific thanks needs to be given to all of our fundraisers and to trustee, Caroline Riley, who is managing the project, which has been logistically challenging at times! The purchase of the stables was a no-regret move for Pegasus and future proofs us in terms of accommodation for any new horses that we either loan or purchase in the future.

The charity used seven horses during our sessions this year: Seb, Beau, Carlos, Santos, Red, Cooper, and Dougie. Five of these horses are owned by NCEC, one horse, Cooper, was owned jointly by NCEC and Pegasus RDA, and Dougie is owned by Pegasus RDA. As we move into 2022, our focus still remains on adding a new weight-bearing equine member to our team.

### **3.4 Volunteers**

Pegasus RDA is run and managed entirely by volunteers. Our volunteers come from a range of diverse backgrounds and ages and bring with them a variety of skills. We continue to be extremely grateful to our wonderful team of volunteers for all their time and dedication in supporting our sessions. After so many months of suspended operation during Covid, we held a volunteer training day at the end of April to allow volunteers to refresh skills and knowledge on horse care, leading and side-walking. The requirements to wear PPE and maintain social distancing during sessions created extra challenges for our volunteers, but our wonderful team adapted fantastically!





#### **Volunteers and coaching staff maintaining social distancing.**

We are very fortunate that so many of our volunteers returned post-lockdown and we also had an influx of new volunteers joining the team. Despite our greatly reduced number of weeks operating this year, 36 volunteers have taken part in our Sunday Morning sessions, undertaking tasks including rounding up and bringing in the horses, grooming and tacking up, leading and side walking with our participants in their lessons, and ensuring the facilities are kept clean and tidy.

### **3.5 Governance**

This year saw some changes made to the board of trustees. Karen Reilly stepped down as trustee to allow more time supporting her daughter, Katie, with her para dressage career. Hughie Mullhall, also stepped down as trustee. After undergoing a hip replacement and a house move, Gill Petty, decided to stand down from her role as Chair of Trustees to focus on her role as North West Regional Chair. Gill remains a Pegasus trustee, and it's great to be able to rely on her knowledge and experience, even though we miss her in our sessions. Katy Mongan has now stepped into the role of Chair, after over 10 years' experience as an RDA volunteer and trustee.

In November, we welcomed Caroline Dixon to the board of trustees in the role of secretary, previously held by Megan Holland. Caroline is disabled rider herself, with lots of equine experience. We are delighted to have Caroline onboard and look forward to benefitting from her knowledge and talents.

### **3.6 Planning for the Future**

Our priority for 2022 is to maintain our pre-Covid levels of activity, restrictions allowing. We hope to add new horses to our equine team, which will require substantial fundraising to cover the cost of their upkeep. We, therefore, hope to get more supporters involved with fundraising in the forthcoming year, involving volunteers, participants and their families. This will give more people the opportunity to have a direct impact on how we develop the charity.

Other objectives are to attend the North West Regional Show and to look at how we can develop the group further and widen our impact.

As always, our core objectives for the coming year are:

- To create and maintain a welcoming, fun and safe environment for everyone involved with Pegasus RDA.
- To provide the best horse riding and horse care sessions that we are able to.

- To ensure suitable training is provided and well-conducted.
- To grow as a team and support each other in achieving goals and overcoming challenges both in and out of the saddle!

### **3.7 Trustee Development**

Trustees are encouraged to participate in development opportunities as and when appropriate.

## **4 Financial Review**

### **4.1 Details of Any Funds Materially in Deficit**

The Charity has no funds which are materially in deficit.

### **4.2 Policy on Reserves**

The Charity's policy on reserves is to generate and maintain a balance which is sufficient:

- a) to preserve the financial viability of the Charity in the event that unforeseen and/or unavoidable circumstance precipitate a short-term fall in its income;
- b) to enable the Charity, in the interests of meeting its objectives, to undertake from time to time the setting up of new and innovative projects on a pilot basis to demonstrate the viability and potential benefits of such activities as a precursor to securing the external funding necessary to maintain such projects on an on-going basis.

For these purposes the Charity will endeavour to generate and maintain reserves which are at least 50% of its annual turnover.

The annual turnover for 2021 was £13,302.86 and we ended the year with £9,018.10 in reserves, which, is considered by the trustees to be sufficient.

### **4.3 Principal Sources of Funding and Outgoings**

Once again, our activities this year were restricted due to the Coronavirus pandemic. We began the year in another lockdown and it was springtime before we could think about resuming sessions again. Fortunately, for our group, our overheads are minimal, and so we could comfortably ride out any periods of non-operation.

As always, one of our most significant outgoings are our horse hire costs. We pay £11 per half hour session to use the NCEC ponies, which is currently funded by our Children in Need (CiN) Grant. In February, we received our final instalment of the grant, for an amount of £2,112. Over the course of the year, we spent £2,722.50 on CiN eligible horse hire costs, which equates to 248 individual sessions. At the end of the year, the group had £7,782.50 in unspent funds remaining on the CiN grant. This amount equates to over 700 individual lessons, or around 45 weeks of horse hire costs. We have been communicating with CiN throughout the year, to keep them up to date with our situation. Although, not formally agreed, it remains likely that we will be able to keep using this money for its intended purpose to allow us to continue offering our lessons for free once the current grant period ends in June 2022.

In August, we purchased a new pony for our group, Dougie, who quickly became a hit with riders and volunteers alike. From a financial perspective, we had planned for Dougie to "live out" in the field, minimizing the cost of his upkeep. We also secured loaners for him a few days a week, the income from which would help to offset the cost of his upkeep. Unfortunately, throughout the Autumn, Dougie suffered some health issues, with recurring lameness. Under veterinary advice, we took the decision to bring Dougie into a stable and his upkeep was undertaken by a combination of the trustees, loaners and NCEC staff. To date, we have spent £2,538.03 on the purchase of Dougie and his upkeep costs. We have recouped £290 in income from loaning him out, and have saved £308 in horse hire costs through using him in our sessions.

In November, the group was offered the exciting opportunity to provide a home to two potential new ponies. After learning from our experience with Dougie, we knew we would need to provide a stable for any new equines we would be taking on. We were very kindly given permission by NCEC to renovate an area of land upon which we could build a stable block.

During this financial period, works involved clearing the land, laying a concrete slab, and securing our stables with a deposit, ready for the stable block to be built in early 2022. Total costs for this year amounted to £8,506. In December, we were awarded a grant for £2,600 from the Manchester Guardian Charitable Trust, which was used to fund the clearing of the land for the new stables.

A small number of participant families continued to make donations even when we were not operating at the start of the year due to Covid, which was greatly appreciated. When sessions resumed in the spring, it was noted that rider donations had decreased somewhat. In October we decided to implement the use of QR codes, which were displayed on posters around the gallery area. These codes allow people to donate to us directly from their mobile phones. In total, rider donations amounted to £1,413.91, averaging out to just over £5 per session, which is our suggested donation amount. Rider donations were made by bank transfer, cash and QR codes and we continue to encourage donors to complete Gift Aid forms where possible.

We were incredibly fortunate to have a number of supporters undertake fundraising events in support of our group this year:

- In April, one of our participants undertook the Captain Tom 100 Challenge to raise funds for Pegasus RDA. This challenge involved cycling for 100 minutes, which was successfully undertaken and raised a total of £729.69 for our group.
- In August, one of our volunteers undertook the gruelling Three Peaks Challenge, climbing Ben Nevis, Scafell Pike and Snowdon back-to-back within a period of 24 hours! This amazing challenge raised £860 for Pegasus RDA.
- In the Autumn, we asked for donations to help fund the stables project. Our supporters did not disappoint, raising a total of £1,407.75 through a combination of direct donations, Paypal donations and Facebook Fundraisers. In addition, one of our participants set up an individual fundraiser, which involved a 5km cycle ride in December, raising a grand total of £1,375.75.
- In December, the daughter of one of our regular volunteers set up a fundraiser in support of Pegasus. This involved baking and selling mince pies, which raised £187 for our group.

We continue to encourage our supporters to fundraise as they shop using initiatives such as Amazon Smile and EasyFundraising. Both schemes continue to have little uptake from our supporters, despite being promoted on our social media. Combined contributions from both schemes raised just over £76 throughout the course of the year.

#### **4.4 Remuneration of Trustees**

All Trustees act in a voluntary capacity and receive no remuneration or other material benefits from their services to the Charity.

Out-of-pocket expenses necessarily and reasonably incurred by Trustees in promoting the purposes of the Charity are reimbursed at cost.

#### **4.5 Financial Status**

Pegasus RDA's current resources from unrestricted donations are more than sufficient to meet its outgoings for at least next year.

All the indications are that this will remain the case for the foreseeable future.

## 4.6 Statutory Statements on Liabilities

The Trustees declare that:

- ✓ The charity has given no guarantees where potential liability under the guarantee is outstanding at the date of this statement (*eg*: any outstanding/ongoing contract or legal undertaking to buy or provide specific services);
- ✓ The charity has no debt outstanding at the date of this statement which is owed by the CIO and which is secured by an express charge on any assets of the CIO (*eg*: a mortgage on property owned by the charity);

Approved by the Trustees and signed on their behalf,

A handwritten signature in black ink, appearing to read 'C. Riley', with a stylized flourish at the end.

Caroline Riley (Trustee, Treasurer)

Date: 29/10/2022



## 5 Statement of Financial Activity

### 5.1 Independent Examiner's Report on the Accounts

#### **Report to the Trustees/Members of Pegasus RDA on the accounts for the year ended 31<sup>st</sup> December 2021 set out on pages 15 to 17**

##### **Responsibilities and Basis of the Report**

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

##### **Independent Examiner's Statement**

I report on the accounts of Pegasus Riding for the Disabled Association for the year ended 31 December 2021, which are set out in this document.

I have completed my examination.

I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; *or*
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



DAVID PARKER FCEA

Name (& qualifications where appropriate)

Date 30.10.21

Address

3 KIRKFIELD DRIVE

HIGH LAKE

STOCKPORT

SK6 8JB

## 5.2 Receipts & Payments Accounts for the Financial Year Ended 30-Dec 2021

### 5.2.1 Receipts & Payments

	Unrestricted Funds	Restricted Funds (Note 1)	Designated Funds (Note 2)	2021 Full Year	2020 Full Year
<b>RECEIPTS</b>					
Rider Donations	£1,413.91		£60.00	£1,473.91	£927.50
Online Giving Platforms	£2,376.53		£1,202.75	£3,579.28	£4,084.57
Donations from Organisations				£0.00	£45.00
Other Donations			£145.00	£145.00	£5,847.72
Grants		£2,112.00	£2,600.00	£4,712.00	£8,272.00
Fundraising	£172.96			£172.96	£67.59
Gift Aid	£1,117.43			£1,117.43	£0.00
Sale of Cooper	£1,500.00			£1,500.00	£0.00
Income from Loan (Dougie)	£290.00			£290.00	£0.00
Cancellation Fees	£132.00			£132.00	£64.00
Uniform Sales	£101.00			£101.00	£112.00
Misc. income	£79.28			£79.28	£37.50
<b>Total Receipts</b>	<b>£7,183.11</b>	<b>£2,112.00</b>	<b>£4,007.75</b>	<b>£13,302.86</b>	<b>£19,499.88</b>
<b>PAYMENTS</b>					
Bank Charges	£96.00			£96.00	£60.00
Cooper	£0.00			£0.00	£1,720.77
DBS Checks	£81.00			£81.00	£48.00
Dougie (purchase/initial costs)			£933.59	£933.59	£0.00
Dougie (upkeep)	£1,038.03		£566.41	£1,604.44	£0.00
Equipment			£1,137.71	£1,137.71	£214.72
Expenses	£36.90			£36.90	£0.00
Gratuities	£105.99			£105.99	£582.34
Horse Hire		£2,904.00		£2,904.00	£2,123.00
Insurance and Subs	£601.25			£601.25	£665.00
Refreshments	£10.04			£10.04	£0.00
Training	£70.00			£70.00	£0.00
Website Hosting	£187.17			£187.17	£83.94
Building Works - Stable Block			£8,506.00	£8,506.00	£105.00
Misc. Payments	£41.37			£41.37	£0.00
<b>Total Payments</b>	<b>£2,267.75</b>	<b>£2,904.00</b>	<b>£11,143.71</b>	<b>£16,315.46</b>	<b>£5,602.77</b>

	Unrestricted Funds	Restricted Funds (Note 1)	Designated Funds (Note 2)	2021 Full Year	2020 Full Year
<b><u>SUMMARY</u></b>					
Total Receipts	£7,183.11	£2,112.00	£4,007.75	£13,302.86	£19,499.88
Total Payments	£2,267.75	£2,904.00	£11,143.71	£16,315.46	£5,602.77
<b>NET OF RECEIPTS-PAYMENTS</b>	<b>£4,915.36</b>	<b>-£792.00</b>	<b>-£7,135.96</b>	<b>-£3,012.60</b>	<b>£13,897.11</b>
Transfers Between Funds	-	-	-	-	-
<b>NET AFTER TRANSFERS</b>	<b>£4,915.36</b>	<b>-£792.00</b>	<b>-£7,135.96</b>	<b>-£3,012.60</b>	<b>£13,897.11</b>

### 5.2.2 Summary of Receipts & Payments Accounts

	Unrestricted Funds	Restricted Funds (Note 1)	Designated Funds (Note 2)	2021 Full Year	2020 Full Year
Balances at 1 January	£6,323.49	£8,052.00	£10,998.83	£25,374.32	£11,477.21
Net Receipts in year	£4,915.36	-£792.00	-£7,135.96	-£3,012.60	£13,897.11
<b>Balances at 31 December</b>	<b>£11,238.85</b>	<b>£7,260.00</b>	<b>£3,862.87</b>	<b>£22,361.72</b>	<b>£25,374.32</b>

### 5.2.3 Statement of Assets and Liabilities

In addition to the above balance, Pegasus RDA owns:

- The horse Dougie, at a value of £500.
- Stock of Pegasus RDA branded T-shirts and sweatshirts at a value of £500.
- Equipment, including specialised tack and lesson equipment, at a value of £3,500.

### 5.2.4 Approval of the Board of Trustees

The Trustees declare that they have approved the above Annual Report & Statement of Financial Activity.

Signed on behalf of the Trustees



Caroline Riley (Trustee, Treasurer)

Date: 29/10/2022

## 5.3 Notes to the Accounts

### a) Accounting Policies

The financial statements have been prepared in accordance with the Charities Act 2011 Section 133, using the Receipts and Payments basis available to small charities and the charity's own Simple Accounts Spreadsheet.

### b) Reimbursement of Out-of-Pocket Expenses

Out-of-pocket expenses incurred necessarily, reasonably and incidentally in the course the charity's activities are reimbursed at cost.

Total trustee expenses for the year were £36.90.

### c) Salaries & Professional Fees

No trustee receives any payments for the services they provide to the charity.

In the current financial year the charity employed no staff or external contractors.

## Note 1. Restricted Funds

Donor	Description	Fund as at 1st January 2021	Received	Spent	Transferred	Fund as at 31st December 2021
Children in Need	Grant to cover horse hire costs	£8,393.00	£2,112.00	£2,722.50	£0.00	£7,782.50
		£8,393.00	£2,112.00	£2,722.50	£0.00	£7,782.50

## Note 2. Delegated Funds

Donor	Description	Fund as at 1st January 2021	Received	Spent	Transferred	Fund as at 31st December 2021
Co-op Local Community Fund	Grant to purchase Equipment	£3,998.83	£0.00	£1,137.71	£0.00	£2,861.12
Helen Bacon and Friends	Gift in Will and donations in memory	£7,000.00	£0.00	£4,300.00	£0.00	£2,700.00
Pegasus Supporters	Donations to fund new stable block	£0.00	£1,407.75	£1,391.28	£0.00	£16.47
Manchester Guardian Charitable Trust	Grant to pay for land clearance for new stables	£0.00	£2,600.00	£2,600.00	£0.00	£0.00
		£10,998.83	£4,007.75	£9,428.99	£0.00	£5,577.59