

Trustees' annual report for the period



CHARITY COMMISSION
FOR ENGLAND AND WALES

Period start date **01062019** Period end date **31052020**

Charity name **Wellgrove RDA**

Charity No
(if any)

1174648

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To provide therapy, fun and achievement through horse riding to adults and children with disabilities.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Please see para 1.20: COVID restrictions
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	I can confirm that all trustees are aware of the Charity Commissions guidance on Public Benefit and we review our services regularly to deliver our aims.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Any grants issued are reviewed on an individual basis taking into account the following: Benefit to that individual/In line with the Charities aims/Financial circumstances.
Policy on social investment including program related investment	Para 1.38	Any social investment must be made to the future welfare of our users or enhancement of our programmes and or facilities to benefit our clients.
Contribution made by volunteers	Para 1.38	Volunteers are the backbone of our Charity without them our group sessions would not run. They bring enthusiasm as well as support to our group and are a key contributor to our success.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Through this time we have been unable to operate due to the COVID restrictions apart from minimal operation in the later part of 2019. As many of our participants and volunteers are in a vulnerable group.</p> <p>Some social distancing restrictions have now started to be lifted & we will review our operating guidance regularly to ensure any possible restart is done so with a complete duty of care to our riders and volunteers.</p> <p>We remain in a good position to commence.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

	SORP reference	
Review of the charity's financial position at the end of the period	Para 1.21	We remain in a healthy financial position although due to COVID our income for the year has been low.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves held for regular direct expenditure. Insurance and membership fees, renew tack, training and DBS checks.
Amount of reserves held	Para 1.22	Reserves of £3,000
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	COVID hit the riding industry hard. We still find ourselves in uncertain times until restrictions are fully lifted to be able to fully offer our services & are reliant on the stability of the riding school at which we are based. The road to restart is still uncertain.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:	SORP reference	
Type of governing document (trust deed, royal charter)	Para 1.25	Memorandum and Articles of Association
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation (CIO)
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are elected annually including the appointment of the Chairperson at our AGM.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policies and procedures adopted for the induction and training of trustees	Para 1.51	All Trustees receive a Trustee Information Pack, Role of a Trustee and an up to date report on our charitable purposes and accounts
The charity's organisational structure and any wider network with which the charity works	Para 1.51	N/A
Relationship with any related parties	Para 1.51	Member group of RDA National
Other		

Reference and Administrative details

Charity name	Wellgrove RDA
Other name the charity uses	N/A
Registered charity number	1174648
Charity's principal address	Wellgrove Farm Stables Kings Toll Road Pembury Kent TN2 4BE

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mrs E Mead	Chair		
2	Mr J Gower	Treasurer		
3	Mrs L Douglas			
4	Mrs C Finch	Secretary		
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Reference and Administrative details

(cont)

Corporate trustees – names of the directors at the date the report was approved

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Elizabeth Mead	
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Position (eg Secretary,
Chair, etc)

Chair	
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Date

28/06/2021

Wellgrove RDA
Receipts and Payments Account for the year 1 June 2019 to 31 May 2020

	2018/19	2019/20
<u>Accumulated Funds at Year Start (1 June)</u>		
HSBC Community Account	8274.98	10973.07
Cash in Hand	601.00	50.00
<i>Liabilities (Uncashed Cheques)</i>	<i>386.21</i>	<i>0.00</i>
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	8489.77	11023.07
 <u>Receipts</u>		
Donations Collected	955.74	525.00
RDA Lesson Payments	5373.40	4222.00
Wellgrove LLP (0.5 share DBS check cost for Staff)	50.00	62.00
Easter Fundraiser	-	210.00
Table Top Sale Fundraiser	691.30	-
Cake Sale Fundraiser	-	96.50
JustGiving Donation Receipts	-	-
Lotto Receipts	52.00	53.50
Additional Donations (<i>Prev. Liabilities Written Off</i>)	58.21	-
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	7180.65	5169.00
 <u>Payments</u>		
RDA Membership Fees & Insurance*	648.85	1640.00
Wellgrove LLP Instructor fees/horse hire	2474.50	2927.00
Companies House Late Filing Penalty	150.00	-
RDA Training Assessment for Wellgrove	-	16.80
RDA SE Training for Volunteers	40.00	-
DBS (CRB) Disclosure (For LLP Staff)	100.00	50.00
DBS (CRB) Check RDA New Volunteers	24.00	36.00
Sundries for Easter Egg Hunt	138.02	-
Promotional posters and banner	-	-
Specialist Tack and other RDA equipment	916.49	-
Hire of Venues for Meetings/Fundraisers	72.00	-
Gift for long term RDA Volunteer	43.49	-
TWBC Lottery Licence	40.00	-
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	4647.35	4669.80
 <u>Net Receipts / Payments (Surplus) in Year</u>	2533.30	499.20
 <u>Current Assets at Year End (31 May)</u>		
HSBC Community Account	10973.07	11512.27
Cash in Hand	50.00	10.00
<i>Liabilities (Uncashed Cheques)</i>	<i>0.00</i>	<i>0.00</i>
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	11023.07	11522.27

**2019/20 and 2020/21 RDA fees/insurance paid within same year (2019/20)*

I confirm that the above receipts and Payments Account is in accordance with the financial records of the Wellgrove RDA charity and that the closing balances were as shown on the relevant dates.