



## Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	09	2021		31	08	2022

Charity name Dovecote Farm RDA Group

Other names charity is known by -

Registered charity number (if any) 1177676

Charity's principal address Dovecote Farm, Church Street  
Orston  
Nottingham  
Postcode NG13 9NS

### 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 Bill Wren	Chairman		
2 Heather Gunn	Safeguarding Officer		
3 Penny Hayes	Volunteer Co-ordinator		
4 Alex Fogg	Treasurer COVID Officer		
5 Anne Crowley			
6 Alison Parnham	Data Protection PoC Secretary		
7 Jane Clayton	Group Coach		
8 Mike Muscott	Coach		
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16			

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

## 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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## Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution adopted 23/03/2018
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Trustees are elected by the voting members of the group at the Annual General Meeting.

## Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Volunteer and Trustee Welcome Packs.  
Green card (Volunteer basic training record)

Covered by RDA National

Covered by RDA National

The group manages risks by complying with RDA National Health & Safety & Risk Assessment guidelines.

**Summary of the objects of the charity set out in its governing document**

People with disabilities given the opportunity to ride to benefit their health and wellbeing.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Two groups of four to six children aged between 5 and 14 each Wednesday morning from Ambergate school & Sandon School during school term resulting in a total of 43 lessons. Endeavour Awards, Riding certificates, badges and rosettes given out. Gift bags given to the children.

**Additional details of objectives and activities (Optional information)**

**You may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Volunteers (18 on roll) support on an ongoing weekly basis, tacking the ponies up with specialist equipment, leading the ponies, side walking, setting up the arena with equipment, ensuring the children have correct hats fitted. Supporting fun days and any other events the group are involved in.

**Summary of the main achievements of the charity during the year**

Endeavour Awards given  
Proficiency Tests awarded

QA Level 3 Emergency First Aid at Work: Mike Muscott, Mimi Manning

Safeguarding Training: None this year

DBS Forms – Mike Muscott, Kate Storey, Steph Bingham, Jess Fewkes, Anne Crowley, Bill Wren, Karen Swann, Alex Fogg, Penny Hayes, Mimi Manning, Heather Gunn

Coach Review / Assessment: Mike Muscott

Group Volunteer Training held at Dovecote Farm: 1<sup>st</sup> Sep 2021

**Brief statement of the charity's policy on reserves**

Balance as at 31/08/2022 equates to £1377.97

The charity continues to closely balance income against expenditure resulting in Income of £1575.00 (+ £1727 expected income from Summer 2022) and expenditure of £4407.84 for this year.

**Details of any funds materially in deficit**

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);

**Income Total £1575.00**

Sandon/Ambergate Schools: £1575.00 (+ £1727 expected income from Summer 2022).

Fundraising: No activity

**Expenditure Total £4407.84**

RDA Membership & Insurance: £460.00

Pony & Centre Hire: £2795

DBS forms: £110.90 (9 x £6, 2 x £6.30, 1 x £44.30)

Gambling Licence not renewed as sufficient funds will be reviewed on an ongoing basis.

Training: £110 (First Aid 2 x £55)

Coach Assessment: £12.60

Volunteer Gifts: £53.37 volunteer retirement gifts

Childrens gifts: £64.84 (£39.25 Christmas gifts, £25.59 end of term)

Equipment: £78.00 (couplings £40, reins £38)

Consumables: £75.00 (rosettes)

Refreshments: £30.18 (£5.25 after sessions, £24.93 volunteer retirement party)

Gate and plaque (memorial for group founder J.Payne): £617.95

Enables equipment to be purchased to support the children, volunteer recruitment costs such as DBS checks, Safeguarding, Health & Safety training to ensure safety and wellbeing.

how expenditure has supported the key objectives of the charity;

- investment policy and objectives including any ethical investment policy adopted.

<p>Details of any funds materially in deficit</p> <p>Further financial review details (Optional information)</p> <p>Income Total £1572.00</p> <p>Sandwich Point School £1572.00 + £1572 expected income from Summer 2022.</p> <p>Funding: No activity</p>	<p>You may choose to include additional information where relevant about:</p> <ul style="list-style-type: none"> <li>the charity's principal sources of funds (including any fundraising)</li> </ul>
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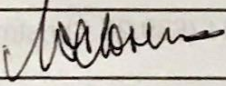
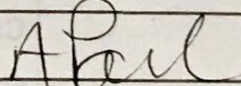
## Section F Other optional information

Delayed restart for Sandon School following Covid-19 Risk Assessment. They were welcomed back Apr 2022.

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

WILLIAM CHARLES WREN ALISON PARHAM

Position (eg Secretary, Chair, etc)

CHAIRMAN

Date

6/9/22

## Financial Summary for Dovecote Farm RDA Group

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