



ARROW RIDING CENTRE

Darenth Park Avenue
Dartford
Kent DA2 6LZ
Tel: 01322 294390

Email: arc@arrowridingcentre.com
Web: www.arrowridingcentre.com

ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2023

Pages 1	Trustees Report for the year ended 31 st March 2023
Pages 2-11	Accounts and notes thereon for the year ended 31 st March 2023
Page 12	Independent Examiner`s Report on the accounts for the year ended 31 st March 2023

ARROW RIDING CENTRE FOR THE DISABLED

TRUSTEES REPORT FOR THE YEAR ENDED 31ST MARCH 2023

From the legacy we received from the late Simon & Lesley Goldsmith, referred to in our report for last year, we set aside £45,243 as a Covid recovery fund. Unfortunately this sum and a further £2,306 was absorbed in meeting our deficits for 2020/21 and 2021/22. In this financial year with an increase in fund raising and lessons we have managed to reduce this year's deficit to £10,098.

With a fall in donations as experienced by most UK charities, we are having to concentrate on bringing back our riding and therapy sessions to the level we had prior to 2020. This financial year we have made a good start but still need to find and train more volunteers to continue to make progress.

Under our yard manager Natalie Scott we have been building a new team of horse experienced people and trained instructors. As a pointer to our high standards we have been awarded first place by SEIB for being the best kept yard in the Riding for the Disabled Association. This goes along with the five star rating for a riding establishment given to us by Dartford Borough Council,

These achievements have only been made possible through the help we receive from organizations and individuals in the community. With a special thank you to the members of the Redlibbets Golf Club. And to the people who answer our appeals by donating money through "Kindlink" The latest of which to raise over £1340 for the replacement of our mechanical horse "Jeremy's" computer when mice decided to take up residence with him. We are in striking distance of this target being reached.

We also thank individuals and local organizations who carry-out projects and repairs to our premises. Currently The Shelby Newstead Charity has arranged for our lighting and electrical system to be upgraded, supplied a new saddle and rugs and have money set aside for the purchase of a new pony or horse. We also have "Emcor UK " about to start a number of building projects for us.

The demand for our services still continues and will undoubtedly increase with the amount of new property being built in the Dartford area.

Ken Blake

For and on behalf of the Trustees of

Arrow Riding Centre for the disabled.

Establishment and property

The Centre was founded in 1982 by the Dartford Lions. This following permission being given by the Local Health Authority for Arrow to use for riding for the disabled, free of charge, the old farm buildings and land which formed part of the original Darent Park hospital complex.

During the 1990's a Public Finance Scheme was established whereby the District Health Authority agreed to release land for housing in exchange for the construction of a new hospital – Darent Valley

The grounds and buildings which we had been using being transferred to Dartford Borough Council (DBC) under a 99 year lease from the Secretary of State for Health. This document stipulating that the property can only be used as public open space/country park and associated uses with the exception of the existing cemeteries and riding school or for agricultural use. No rental sum being charged.

With grants DBC obtained from English Countryside and the Millennium Fund, together with not insignificant sums raised by ourselves through the Bluewater contractors golf day, a loan, other donations and matched funding, DBC has upgraded the parkland areas, our indoor arena, main building and barn

To remain in occupation, however, DBC required us to enter into a lease to include the reconstructed main building, indoor riding arena, barn, some grazing together with two stable wings originally built in 1875

We now hold the property under a lease from DBC for a term of 30 years from 1st April 2007. The current rent is £3,000 a year subject to five yearly rent reviews. We are responsible for insurance of the buildings and repairs to the reconstructed parts. With the restrictions on the use of the property being reflected by the rental charge. We also hold under licence from DBC around 20 acres of grazing at a rent of £1 a year. With our being responsible for the internal fencing

DBC makes small grants to local charities run by volunteers. Since 2000 we have been fortunate enough to benefit from such awards for which we are extremely grateful. The sums having completely off-set any rent due.

We only have one area of dispute with DBC. We originally were given occupation of a further building (known as Bailiff's cottage) with a further cottage that was to be refurbished for a resident warden. Unfortunately through lack of funding the second building was never completed and prior to entering into a lease we were asked by DBC to make Bailiff's cottage available for the park warden.

As after some 20 years the warden retired and DBC decided not to replace him – an empty cottage is left with our not being able to re-obtain possession – where we would like a staff member or volunteer to reside - to oversee the protection of our ponies and horses as required under the Animal Welfare Regulation 2018

Objects of the Centre

To help children and adults with physical or learning difficulties by the following:-

Improve head – spine control – eye and hand co-ordination – circulation and muscle relaxation using the pony/horse to provide a unique form of therapy (Hippotherapy).-

Teaching to horse or pony ride. With the opportunity to progress in dressage to competing at National and International levels.

Increase confidence and self-esteem and for us to see that every one who finds a visit to the Centre to be both physically beneficial and enjoyable.

To comply with our health & safety policy and liability insurance – every rider must first have completed an application form. This can be downloaded from our website.

Rider`s safety

We are licenced by DBC under the Animal Welfare Regulation 2018. We have been given a 5 star rating.

We employ a small team of very capable people who have RDA or British Horse Society teaching qualifications as well as considerable equine experience. Also we have two experienced RDA volunteer instructors who give their time to us.

We are also very fortunate to have an extremely talented volunteer Chartered Physiotherapist who gives her services to us and arranges programmes of therapy for both mature and our youngest from 18 months of age.

It is necessary in nearly all lessons to have volunteer horse leaders and side helpers. Each has undergone RDA training and both volunteers and staff have been cleared under our Safeguarding Policy.

Employer and public liability risks are covered under a group policy implemented by the Riding for the Disabled Association (RDA)

Ponies and horses

Our team have been specially trained for the work we do and are:-

Beline Bertie Blue Champ Dolly Jack Mia Truffles William Wilma Jeremy (our mechanical horse)

Unfortunately after many years of service and with so many friends Sam reached the end of his life. A great loss to the Centre. During the year and through The Albury Charitable Foundation we purchased Bertie

Membership

Membership is made up from people involved with our development. Currently we have 10 members who are entitled to attend and vote at general meetings either in person or by proxy.

Of that number we have a committee of six persons (trustees) who are responsible for the day-to-day running of the Centre. Each being a volunteer who is “hands on” assisting with lessons, taking care of our ponies and horses – various tasks on the yard – repairs – administration – fund raising etc. The current members being as follows:-

Kenneth Blake	FCIS	hon chairman/treasurer	Marilyn Stapley
Valerie Blake	BEM	hon group organizer	Patricia McMullen
Noelle Basten		hon secretary	Christine Luckings

During the year none of the committee members received any honorarium, attendance allowance or other payment of any kind.

Insurance

Of buildings based upon valuations made by Chartered Surveyors acting for DBC (Landlords) who currently insure the buildings and our tack and other equipment with Zurich Insurance plc

Our ponies and horses are not insured the average cost of each being £4,500

Liability insurance is covered under an RDA group policy. The RDA provides us with support and training including safeguarding where our staff and volunteers have been security cleared. In addition none of our trustees are barred or prevented by legislation from acting in that capacity.

During the financial year there were no serious accidents or incidents leading to claims under our policies.

Continuence

Our accounts are prepared on the basis that we shall continue to operate in the future despite the present difficulties. In the event of our closure any remaining assets would have to be transferred to another charity with similar objects to our own.

INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2023

<u>2021/22</u>	<u>INCOME</u>	<u>2022/23</u>
42,056	Donations & sponsorships (note 1)	44,708
12,962	Fund raising (note 2)	20,907
25,545	Riding lessons	40,215
26,033	Donations from stabling	27,645
3,984	Miscellaneous income (note 3)	4,362
<u>110,580</u>	<u>TOTAL INCOME FOR THE YEAR</u>	<u>£ 137,837</u>

<u>2021/22</u>	<u>EXPENDITURE</u>	<u>2022/23</u>
92,387	Salaries & NIC instructors & grooms (note 4)	102,644
3,911	Buildings & liability insurance	4,622
7,117	Heat, light & water	11,498
1,230	Repairs & renewals	2,994
1,911	Stationery, telephone, broadband	1,501
2,432	Training, transport & subscriptions	1,596
6,960	Horse/pony – feed and bedding	7,631
8,743	Veterinary & farrier services	8,656
<u>2,203</u>	Tack, hygiene & yard expenses	<u>4,593</u>
126,894		145,735
<u>7,632</u>	Special expenditure (note 5)	<u>2,200</u>
134,526	<u>TOTAL EXPENDITURE FOR YEAR</u>	147,935
<u>(23,946)</u>	<u>DEFICIT FOR YEAR</u> -5- (note 6)	<u>(10,098)</u>

ARROW RIDING CENTRE FOR THE DISABLED

BALANCE SHEET AS AT 31ST MARCH 2023

<u>2021/22</u>	<u>CURRENT ASSETS</u>		<u>2022/23</u>
136,849	Bank accounts	(note8)	£ 127,850
250	Cash in hand		431
3,725	Debtors	(note 9)	5,970

140.824	TOTAL ASSETS		134,251
9,459	Creditors & accruals	(note 10)	12,984
<u>115.000</u>	Reserves and allocated funds	(note 7)	<u>100,000</u>
<u>124,459</u>			<u>112,984</u>
16,365	<u>ASSETS LESS CURRENT LIABILITIES</u>		21,267
<u>4,400</u>	Less: long term liability	(note 11)	<u>4,400</u>
<u>11,965</u>			<u>£ 16.867</u>
	Represented by:-		
14,271	Accumulated funds at 31 st March 2021		11,965
<u>(2,306)</u>	Deficit for year		<u>(10,098)</u>
<u>11,965</u>			1,867
	Transfer from reserves	(note 7)	<u>15,000</u>
			<u>£ 16,867</u>

NOTE 1 DONATIONS & SPONSORSHIPS OF £25 AND ABOVE

		<u>2022/23</u>
Adams	Miss Jackie	1,000
Alburys	Charitable Foundation	4,200
Albany	Park Chapter No 7432	50
Atkins	Mrs FP	50
Attwater	Derek - 80 th Birthday	80
Barnes	Ron & Eileen	400
Bluewater	Forum	100
Bowdler	Mrs Ann	35
Bramwell	Michael & Henrietta	240
Bristow	Lynn	170
Bennett	Dave & Jo	80
Chick	Mr EJ	75
Chillingsworth	Gwen	100
Connell	Sheila	75
Dartford	The Mayor of Dartford's Charity	3,000
Dartford	Active Retirement Association	286
First Give	Awards	1,000
Fox	Estate Agents - Dartford	300
Ginn	Miss Shirley	700
Greenfield	Janice	100
Hunnisett	Derek and Linda	100
Inner	Wheel of Dartford – District 12	50
Jubilee	Lodge of North Kent	621
Kennedy	Celia	72
Ladies	Leisure Centre Dartford	100
Lock	Jackie	100
Loriners	Worshipful Company	900

-7-

ARROW RIDING CENTRE FOR THE DISABLED

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2023

NOTE 1 DONATIONS & SPONSORSHIPS OF £25 AND ABOVE (continued)

		<u>2022/23</u>
MacDonald	Lodge	250
McMillan	Pat	105
Mannion	Michael & Mary	8,275
Maison	Maurice Ltd	400
Parker	Mrs GM	50
Read	Mr & Mrs CH	50
Redlibbets	Golf Club] 11,381
Redhead	Mrs Olive	250
Rowhill	WI	100
Saint	Thomas Becket Conclave	250
Shorne	& Thorne WI	132
Sittingbourne	& Milton Regis Ladies Golf Club	83
Stapley	Marilyn	30
Styles	Joan	140
U3A	Bromley	238
Walmer	Jessica	50
Wanstall	Mike & Sally	300
Ward	Trina	200
White	D & G	70
Wilmington	WI	70
Wirefire	Cork Lodge	200
Write	Trak Ltd	5,200
Other Donations	CAF Bank	45
	Via Kindlink fund raising Easter raffle, quiz night, egg hunt etc	719
	Anon. donations	320
	Small sums	70
In Memory of	Jack Diamond	518
	Larry Cork	300
	Valery Fry	50
	Charlotte Hill	553
	Luke Tierney	325
TOTAL DONATIONS		<u>£44,708</u>

ARROW RIDING CENTRE FOR THE DISABLED

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2023

NOTE 1 DONATIONS & SPONSORSHIP CONTINUED

	<u>2021/22</u>	<u>2022/23</u>
Total Donations	£ <u>42,056</u>	£ <u>44,708</u>

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NOTE 2 FUNDRAISING

Carol concert, dressage, shows, events etc	£ 4,984	£ 4,733
Hiring – out our facilities	8,538	16,468
Collection boxes/collections	<u>638</u>	<u>1,690</u>
	14,160	22,891
Less: cost of fund raising	<u>1,198</u>	<u>1,984</u>
	<u>12,962</u>	<u>20,907</u>

NOTE 3 MISCELLANEOUS INCOME

Gift aid recovery	£ 3,728	£4,054
Bank interest (net of chgs)	106	154
Sale of sundry items	150	154
	<u>3,984</u>	<u>4,362</u>

NOTE 4 SALARIES & NIC

Salaries	£ 91,445	£ 100,633
Employers NIC	337	1,407
Work place pension	<u>605</u>	<u>605</u>
	<u>92,387</u>	<u>102,644</u>

During the year we employed an average of three full-time and three part-time instructors/horse carers. Employers NIC was only payable on sums due to HMRC above £5,000 in the 2022/23 tax year. All employees are paid above the National Living Wage.

ARROW RIDING CENTRE FOR THE DISABLED

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2023

NOTE 5 SPECIAL EXPENDITURE

	<u>2021/22</u>	<u>2022/23</u>
Fencing	£ 6,982	
Purchase of (Wilma) Bertie 22/23	<u>650</u>	<u>£ 2,200</u>
	<u>7.632</u>	

NOTE 6 COVID LOCKDOWN RECOVERY FUND

	£ 45,243
Less : deficit 2020/21	23,603
2021/22	<u>23,946</u>
	<u>47,549</u>
Balance not covered by fund written off against reserves	<u>2,306</u>

NOTE 7 CHANGES IN RESERVES

		Transfer from reserve	£ (15,000)
New stable block	£ 30,000	Building fund	20,000
General Reserve	<u>85,000</u>	General Reserve	<u>80,000</u>
	<u>115,000</u>		<u>100,000</u>

NOTE 8 BANKING

Current account with CAF Ltd	£ 52,484	£ 47.850
Charity Deposit account	<u>84,365</u>	<u>80,000</u>
	<u>136,849</u>	<u>127,850</u>

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NOTE 9 DEBTORS & PREPAYMENTS

Gift Aid	1,118
Hire of facilities	2,735
Fund raising	590
Electric supply deposit Octopus	1,287
Sundry debtors	240
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	<u>£ 5,970</u>

NOTE 10 CREDITORS & ACCRUALS

HM Revenue & Customs	1,592
Nest Pension scheme	118
Marjorie McClure lesson fund	3,940
Feed & Bedding	1,948
Electricity	1,318
Stabling in adv	530
Building insurance	3,538

£ 12,984**NOTE 11 LONG TERM LIABILITY**

In the year 2000 the Riding for the Disabled Association (RDA) loaned us £10,000 towards the cost of building Improvements. This sum being interest free and repayable at £400 a year. The balance currently being £4,400.

The repayment of the balance is in contention with the RDA as the whole sum should have been made as a grant. Our premises being used by other RDA Centre's and for regional competitions

Assets

Ponies & Horses at cost	£25,346	(2021/22 £23,296)
Saddles at yard manager's valuation	8,000	(2021/22 £ 8,000)
New Holland Tractor purchased 2014/15	18,995	(Major part of funding donation from QBE European Insurance Group UK)
Mechanical horse at cost 2018/19 -including Mounting blocks and installation	47,194	(purchased from various donations)

Other assets – mainly s/h furniture and tack

All of the above assets have been purchased from donations and gifts. With our charitable status the Trustees do not see any purpose in their inclusion within the balance sheet and having to provide provision for depreciation. In the case of our ponies and horses – this would necessitate write-offs in the event of retirement or the death of an animal.

TO THE TRUSTEES OF THE ARROW RIDING CENTRE FOR THE DISABLED:

The charity trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the Act). Under Section 145(1) (a) of the Act the trustees have elected for the accounts to be examined by an independent examiner. I have been appointed by the trustees to undertake that task.

I report in respect of my examination of the Trust'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 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; or
- 3 the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a "true and fair view" which is not a matter considered as part of an independent examination.

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.

Signed Alan Buttress
14th July 2023

Alan Buttress
109 Coombfield Drive
Darenth
Kent DA2 7LE

