



ARROW RIDING CENTRE

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ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2024

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TRUSTEES REPORT FOR THE YEAR ENDED 31st MARCH 2024

During the year we increased our therapy and riding lessons. Enrolled a number of new riders and started to reduce our waiting list. However we have not as yet managed to get back to the amount of lessons we provided prior to Covid. This is due to a number of volunteers not returning since that time and our not being to recruit and train sufficient replacements.

Initially for the safety of an individual rider we need the help of three volunteers. One to lead the pony/horse with the two further people - one on each side of the rider. Prior to new volunteers assisting with lessons they have to successfully complete a training course. It can therefore be appreciated that our continuous progress is dependent our enrolling and training further volunteers – which is our priority task.

Like everyone we have the burden of increases in the price of almost all goods and services. In our case particularly that of horse feed, bedding, salaries and utilities.

Although we have increased the price of a number of our services we have not increased the price we charge for therapy and lessons. We are of course a non-profit organization and compared with a commercial riding establishment we clearly subsidise our charges. Our raison d'être is that we want everyone with a disability to be able to benefit from our services whilst being mindful of the strain on many families finances particularly when they have to support those with disabilities.

As will be seen from our accounts – since covid we have not been able to recover our costs and this year we have incurred a deficit of £19,130. Fortunately we had built up reserves to cover these shortfalls. However this is clearly a situation that cannot continue indefinitely and our best efforts will be made to turn things around.

In addition to the very generous donation from the Mark Masons Benevolent fund for the purchase of "Rosa" we were honoured to be chosen as one of the Mayor of Dartford's charities (Cllr Paul Cutler) and benefitted in the sum of £3,325. A long time supporter Peter Long and his family raised the magnificent sum of £7,745 for us. Our thanks to all the other kind people and organizations that made donations to us. Not forgetting Dartford Borough Council who through grants allow us to occupy our premises rent free,

A thank you to our staff and volunteers for their enthusiasm which has gone into creating a professional and happy workplace for our riders and visitors to enjoy. On a sad note we recently lost William, the long time leader of our equine team.

Ken Blake honorary chairman/treasurer

Establishment and property**2023/24**

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

2023/24

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 Wilma Rosa (purchased from a donation from the Mark Masons Benevolent Fund) and our mechanical horse – Jeremy

Membership**2023/24**

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 McMillen
Noelle Basten		hon secretary	Christine Luckings

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

Continuance

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 2024

<u>2022/23</u>	<u>INCOME</u>	<u>2023/24</u>
44,708	Donations & sponsorships (note 1)	48,226
20,907	Fund raising (note 2)	23,465
40,215	Riding lessons	49,156
27,645	Donations from stabling	27,221
4,362	Miscellaneous income (note 3)	7,022
<u>137,837</u>	<u>TOTAL INCOME FOR THE YEAR</u>	<u>£ 155,090</u>

<u>2022/23</u>	<u>EXPENDITURE</u>	<u>2023/24</u>
102,644	Salaries & NIC instructors & grooms (note 4)	116,406
4,622	Buildings & liability insurance	3,248
11,498	Heat, light & water	13,081
2,994	Repairs & renewals	3,453
1,501	Stationery, telephone, broadband	1,635
1,596	Training, transport & subscriptions	1,600
7,631	Horse/pony – feed and bedding	12,378
8,656	Veterinary & farrier services	11,301
<u>4,593</u>	<u>Tack, hygiene & yard expenses</u>	<u>3,168</u>
145,735		166,270
<u>2,200</u>	Special expenditure (note 5)	<u>7,950</u>
147,935	<u>TOTAL EXPENDITURE FOR YEAR</u>	174,220
<u>(10,098)</u>	<u>DEFICIT FOR YEAR</u>	<u>(19,130)</u>

BALANCE SHEET AS AT 31ST MARCH 2024

<u>2022/23</u>	<u>CURRENT ASSETS</u>		<u>2023/24</u>
127,850	Bank accounts	(note 6)	£ 112,372
431	Cash in hand		50
<u>5,970</u>	Debtors	(note 7)	<u>6,527</u>
34,251	TOTAL ASSETS		118,949
12,984	Creditors & accruals	(note 8)	16,812
<u>100,000</u>	Reserves and allocated funds	(note 9)	<u>80,000</u>
<u>112,984</u>			<u>96,812</u>
21,267	<u>ASSETS LESS CURRENT LIABILITIES</u>		22,137
<u>4,400</u>	Less: long term liability	(note 10)	<u>-----</u>
<u>16,867</u>			<u>£22,137</u>
	Represented by:-		
11,965	Accumulated funds at 31 st March 2021		16,867
<u>(10,098)</u>	Deficit for year		<u>(19,130)</u>
1,867			(2,263)
---	Balance of RDA loan waived	(note 10)	4,400
<u>15,000</u>	Transfer from reserves	(note 7)	<u>20,000</u>
<u>16,867</u>			<u>£ 22,137</u>

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2024

NOTE 1 DONATIONS & SPONSORSHIPS OF £25 AND ABOVE

2023/24

Albany	Park Chapter No 7432	35
Barnes	Ron & Eileen	400
Blake	Ken & Val	85
Baden Powell	Lodge 1907	500
Bramwell	Michael & Henrietta	240
Bristow	Lynn	120
Buttress	Alan	50
Clark	Diane	50
Coke-Cola	Drinks Company	1,000
Dartford	The Mayor of Dartford's Charity (Cllr Paul Cutler)	3,325
Dartford	Masonic Fellowship	349
Fox	Estate Agents - Dartford	300
Gearly	Martin (for Rosa's Dentistry)	200
HASARA	Sutton-at-hone	300
Harry's	Maternal grandmother	40
Honor Oak	Lodge	250
Hunnisett	Derek and Linda	125
Jeremy	Our mechanical horse (repairs via Kindlink)	1,310
Kennedy	Celia	200
LAMBARA	Longfield	135
Lock	Jackie	160
Long	Peter (via Kindlink - London 10 Peak Challenge)	2,910
Long	Kirsty as above	660
Loriners	Worshipful Company (via Peter Long)	1,725
Mark Masons	Benevolent Fund (for purchase of Rosa)	7,500
MacDonald	Lodge	130
Maison	Maurice Ltd	600
Mannion	Michael & Mary	7,750

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2024

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

		<u>2023/24</u>
Oldcorn	David	60
Parker	Mrs GM	50
Priory	Chapter 5819	300
Radiant	Star Chapter	500
Redlibbets	Golf Club	800
Rennie	Mrs JM and Miss NL	1,000
Residents	of Brent Lane	291
Rosa	towards dental treatment via Kindlink	670
Saint	Thomas Becket Conclave	400
Sheldon	Charlotte	62
Sittingbourne	& Milton Regis Ladies Golf Club	50
Southfleet	Independent Retirement Group	198
Stapley	Marilyn	270
Styles	Joan	40
Sundridge	Park Golf Club (via Peter Long)	3,450
Walsingham	Lodge No 2148	335
Wanstall	Mike & Sally	500
Ward	Trina	40
Whelan	Mrs Elizabeth	300
Wilmington	Retirement Group	206
Woodward	Ian & Emma	1,000
Write	Trak Ltd	5,200
Other Donations	via Kindlink - towards hay, raffles etc	389
	Small sums	40
In Memory of	Aunt Zoe (Felix – via Kindlink - London 10 Peak Challenge)	1,525
	Emily Campbell	10
	Mrs Ann Harris	20
	Misc donations Lewis Solomon Funeral Service	71
	TOTAL DONATIONS	<u>£48,226</u>

ARROW RIDING CENTRE FOR THE DISABLED
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2024

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NOTE 1 DONATIONS & SPONSORSHIP CONTINUED

	<u>2022/23</u>	<u>2023/24</u>
Total Donations	£ <u>44,708</u>	£ <u>48,226</u>

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NOTE 2 FUNDRAISING

Carol concert, dressage, shows, events etc	£ 4,733	£ 5,158
Hiring – out our facilities	16,468	19,632
Collection boxes/collections	<u>1,690</u>	<u>346</u>
	22,891	25,136
Less: cost of fund raising	<u>1,984</u>	<u>1,671</u>
	<u>20,907</u>	<u>23,465</u>

NOTE 3 MISCELLANEOUS INCOME

Gift aid recovery	£ 4,054	£4,163
Bank interest (net of chgs)	154	2,859
Sale of sundry items	<u>154</u>	<u>- -</u>
	<u>4,362</u>	<u>7,022</u>

NOTE 4 SALARIES & NIC

Salaries	£ 100,632	£ 112,601
Employers NIC	1,407	3,200
Work place pension	<u>605</u>	<u>605</u>
	<u>102,644</u>	<u>116,406</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 2023/24 tax year.
All employees are paid above the National Living Wage.

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2024

	<u>2022/23</u>	<u>2023/24</u>
NOTE 5 SPECIAL EXPENDITURE		
Purchase of Rosa (Bertie 22/23)	<u>£2,200</u>	<u>£7,950</u>

NOTE 6 BANKING

Current account with CAF Bank Ltd	£47,850	£32,372
Charity Deposit account	<u>80,000</u>	<u>80,000</u>
	<u>127,850</u>	<u>112,732</u>

NOTE 7 DEBTORS & REPAYMENTS

Gift Aid	735
Hire of Facilities	1,320
Fund raising	280
Electricity deposit	1,287
Building insurance	1,655
Interest on deposit account	1,250
	<u>£6,527</u>

NOTE 8 CREDITORS & ACCRUALS

HM Revenue & Customs	1,991
Nest pension scheme	118
Marjorie Mc Clure lessons	2,053
Shenstone School lessons	2,115
Feed & Bedding	2,581
Stabling in advance	500
Veterinary fees	342
Electricity	1,237
DBC	5,875
	<u>£16,812</u>

NOTE 9 CHANGE IN RESERVES

Building fund	20,000	Transfer from reserve	(20,000)
General Reserve	<u>80,000</u>	Building fund	20,000
	<u>£100,000</u>	General Reserve	<u>80,000</u>
			<u>£80,000</u>

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2024

NOTE 10 LONG TERM LIABILITY

The RDA have very kindly agreed to write-off £4,400. Being the balance of the long term loan

OUR FINANCIAL SITUATION SINCE COVID

Deficit 2020/21	£23,603
21/22	23,946
22/23	10,098
23/24	<u>19,130</u>
	76,777
Covid reserve created 20/21	<u>45,243</u>
Balance of deficit to date	£ <u>31,534</u>

ASSETS

Ponies & Horses at cost	£29,796	(2022/23 £25,346)
Saddles at yard manager's valuation	6,000	(2022/23 £ 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.

ACCOUNTS FOR THE YEAR 1ST APRIL 2023 TO 31ST MARCH 2024

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
20th May 2024

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