



South Devon Riding Club

## South Devon Riding Club

President- Sandra Davis

### AGM Meeting Minutes

**Date:** Thursday 28<sup>th</sup> November 2024 **Time:** Arrival: 6:45 for 7:00pm start

**Location:** Dainton Golf Club, Totnes Road, Newton Abbot TQ12 5TN

**Chair:** Jody Manester

#### ITEMS

Item	
<b>1</b>	<b>Welcome and Apologies</b>
	<p>Jody Manester welcomed members to the AGM.</p> <p><i>In attendance;</i> Charlotte Allen, Kerry Welsh, Debbie Bridge, Mimi Beer, Kate Brown, Clare Mann, Angie Howard-Chappell, Alexis Marler, Mia Pope, Elaine Cleverdon, Elie Stone, Sarah Throgmorton, Annie Nathan, Kate Scott-Smith, Sue Milward, Tereza Goddard, Barbra East, Claire Shiers, Siobhan Richardson, Linitte Avery, Annabel Ross, Holly Wheeler, Julie Wheeler, Sue Murphey, Lucina Smith, Sharon Tribbl, Leandra Coombes, And Kingman, Sue Minghinton, Alli Wadling.</p> <p>Apologies have been received from; Mary Talbot-Rosevear, Sandra Davis, Becky Wright.</p>
<b>2</b>	<b>Minutes from previous AGM</b>
	<p>Charlotte Allen read the highlights from the minutes from the previous AGM held on Thursday 30 November 2023.</p> <p>These minutes were agreed as an accurate representation of the meeting.</p>
<b>3</b>	<b>Matters Arising</b>
	<p>Matters arising that are not covered in the agenda include;</p> <ul style="list-style-type: none"><li>• Defibrillator at Crokers: This has not proceeded as there are a number of de-fibs locally.</li><li>• Area-19 inter-area Championship; we took this suggestion to the Area 19 AGM but they weren't enthusiastic to take this forwards.</li></ul> <p><b>Adoption of the new constitution</b></p> <ul style="list-style-type: none"><li>• As per BRC guidelines and given the change in SDRC's entity we have updated the constitution, using the BRC template. This was circulated to</li></ul>



	members prior to the AGM. There a was a majority vote within the room in favour of adopting the new constitution.
<b>4</b>	<b>Chairpersons report</b>
	<p>Jody Manaster gave the below report;</p> <p>Since last year's AGM the riding club has gone through some fairly major changes. Michelle announced at the last AGM she wished to step down as Chair and has spent many years on the committee. Michelle has worked extremely hard during this time, organising camps, events and clinics and chairing the committee. On behalf of all the members of the riding club I would like to say a heartfelt thanks for everything you have done for the club and its members. Thank you and we have something for you. As you know for some time there have been recommendations from BRC to change the status of club to a limited company by guarantee. This would protect the committee and members from potential liabilities. It was my main focus during my take over as chair, back in July. With the help of Alan Knight our newly appointed Accountant from Accounting and General we navigated the relevant box ticking exercises, held an EGM in late June, with a unanimous vote to change the status of the club and registered as South Devon Riding Club Ltd. Many of you who are here tonight attended, so thank you. I would like to thank Mary, Clare and Charlotte who stepped up as Directors but who have worked very hard to cross the l's and dot the T's including setting up new bank accounts, organising Directors insurance, completing the legal obligations required and the many tasks which this has created. Elaine has been involved with the club and for many years on the committee also membership secretary and Treasurer. Elaine stepped down as treasurer and Clare took over this role in July. I know what a difficult decision it was for Elaine to step down and I think you will all join me in thanking Elaine for the years of commitment she has given to the riding club. Thank you, Elaine.</p> <p>Clare has worked extremely hard with the accountant to complete the yearly accounts which will be presented differently next year with our first year as a Limited company. Charlotte remains our wonderful club secretary and has been a tremendous support to me, she has again reviewed all of our risk assessments, manages Sport 80, keeps tabs on messages and emails from members and filters down all the communication sent from BRC.</p> <p>Health and safety continues to constantly change and we, are reviewing relevant policies and records required by the BRC insurance.</p> <p>We currently have 171 members which is slight increase on last years. The new system, Sport 80 which BRC are using as their membership platform now seems to be working well and it makes more sense for membership to run for a year from when you sign up.</p> <p>The committee have delivered 86 Clinics this last year. I believe we are one of the most active clubs in our area. Thank you to Ellie, Sue, Kerry, Charlotte, Mary, Michelle and Mia, who have organised a great selection of clinics for the last year.</p> <p>We have organised 4 dressage competitions, thanks to Kate, Angie, Alexis, Elaine, Mary, Kate Brown and Sandra. These averaged 25 entries, we would like more but they went ahead making some profit. Sadly, our last one was cancelled but I would like to thank Kate Brown for being our first aider and Mark Cox who volunteered on these days. We must have a first aider to be able to run our competitions, we were</p>



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	<p>quoted £300 for a company to attend which would not be cost effective so we really appreciate you giving up your days Kate and Mark, thank you. We received some sponsorship from Redpost Equestrian and Horsehage and we are very appreciative, thank you Alexis for organising the sponsorship for and the other various sponsorship you have secured throughout the year.</p> <p>Kerry put together her sweepstake with a list of horses names – pick one for £5 with the chance to win £150, the remaining money raised going to the riding club. This hasn't been as well supported by members as we would have hoped, Kerry will draw the winning horse name before the raffle tonight so still time to buy a ticket if you would like to support it.</p> <p>Camps seem to be a challenge with regards to numbers, we are looking at collaborating with other riding clubs in the future so we can offer these again, however Michelle and Mia held a training day at Chard which had very positive feedback. We had the challenge of our Facebook page being hacked and taken down in the summer, which was very time consuming to try to get back and have since set up a new page. We currently have 159 followers who are pretty much all members. Our last page had many more followers but most of those followers were not really relevant to the riding club. The old page will be deleted, we are just ensuring we have saved all the old data and the images. Taking the positives out of this situation it highlighted we should not rely so much on Facebook and have emailed during the month as well as our monthly newsletter as we are aware not all of our members are on social media. Moving forward we will ensure times are emailed as well as being posted on social media so we cover all bases.</p> <p>Our website is regularly updated by Sue, thank you Sue who has made some changes to it recently and will have a separate tab for Qualifiers where members can find all the relevant information for these throughout the year.</p> <p>One other challenge for our club and communicated by other clubs are late entries for clinics and events. This proves a challenge when we are teetering on the edge of “can we run this event due to lack of numbers” we then have to heavily promote them and eventually have enough to run! We recognise there are factors as to why our members enter quite last minute but it makes it fairly stressful and time consuming for the committee.</p> <p>We sent out a survey last month, we had not gathered any real data from our members for a couple of years and it has been really interesting for us.. We have put a snapshot of the survey results on the tables and will email out the full results. We will be taking this information to our next Committee meeting in a couple of weeks, which is when we will plan clinics and events for the year ahead. There are some really valid points and some good ideas on what you would like to see from your riding club.</p> <p>The club is ultimately yours and we do welcome any ideas you have throughout the year, please get in touch.</p>
<b>5</b>	<b>Area Qualifiers report</b>
	The area qualifiers report was read by Charlotte Allen on behalf of Becky Wright;



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	<p>2024 was an unusually quiet year for the Club at both Area and National competition level, with just a handful of competitors at national level but lots of lovely new combinations who we really hope will continue to represent us in 2025. Everyone is welcome to compete at the Area Qualifiers and we love to have new people involved. You need to check the eligibility criteria really carefully if you or your horse have completed at affiliated competitions, and your passport has to be perfect! If you want to qualify for the national finals, make sure you check the dates before you enter the area qualifier. Next year, due to the rising cost of attending finals, we are keen to enter some non-qualifying teams and we will make sure this is clear for you on the Equo entries.</p> <p>There are so many area qualifiers to choose from, including show jumping, style jumping, horse trials, arena eventing and combined training, all from 60cm upwards, dressage from intro to advanced medium, and dressage to music. Qualifiers are much more fun as part of a team, although you'll need nerves of steel if you're last to go. Area Qualifiers are always more expensive than normal classes because the entry fees pay a cut towards Head Office, called a pre-entry fee. Sometimes other Clubs and Areas post the Area schedule showing only the Area entry fee on Facebook. This makes our entry fees look more expensive than theirs. The Head Office pre-entry fee is about £10 per entry so it makes the entry fee really expensive but we try to keep the cost to the absolute minimum for you.</p> <p>As always, many thanks to the fabulous committee for moral and financial support, to our lovely members for representing the Club so well, our wonderful volunteers, without whom we are not allowed to compete, and the many, many others who support behind the scenes and on the day.</p> <p>Thank you and congratulations to the members who represented us so well at National Finals in 2024: 90cm Show Jumping: Zoe Coombes, Sue Minchinton, Vanessa Parish</p>
<b>6</b>	<b>Treasurers report</b>
	<p>The below treasurer's report was read by Elaine Cleverdon.</p> <p>The accounts are in a transitionary period due to the change in the legal structure of the Club to a Company Ltd by guarantee and also a change in accountant. You will see that the accounts are just from the 1st October 2023 to the 30th June 2024 due to the Club changing its legal identity from the 1st July 2024. Next year will be an extra long financial year so that we can realign the accounts back to our preferred finishing date of 30th September so they can be freshly prepared for the AGM always held in November.</p> <p>After 1st July the role of treasurer has also been passed from Elaine Cleverdon to Clare Mann.</p> <p>With the change in accountant the way the accounts have been made for this period is slightly different to how they have been before, but going forward this should make things simpler to understand. They have been produced as simple Income and Expenditure Accounts which recognise income and expenses in the period that they were received and spent.</p>



	<p>Members subscriptions appear to have gone down but this is due to the move to Sports 80 part way through the year for membership as this deducts what we owe to BRC at source.</p> <p>You will probably have already noticed that under the income line Profits from Events, Camps and Clinics (please note that this income also includes any income from the Area Team entries) it appears that we have made a massive profit, compared to a loss last year. This is not the case!</p> <p>To explain the appearance of a profit.....</p> <p>Within this year's accounts there is income received of £2,038 that is from clinics run in the last financial year and also an income received of £2,129 for clinics to be run after the 30th June.</p> <p>Also under the expenditure lines there are costs for Teams (this should just say TEAMS as Champs are not itemised out), Guests and helpers and Rosettes. These are all costs to be taken out of the Events, Clinics and Camp income. In effect we are pretty much where we thought we would be with this income and that is just above break even. We subsidise some of the clinics and this is paid out of any profits from other clinics, the dressage competitions and club funds.</p> <p>If you do have any questions about these accounts please feel free to contact Clare Mann.</p>
<b>7</b>	<b>Election of Committee Members</b>
	<p>Jody Manaster stood for re-election as chair. This was proposed by Mimi Beer and seconded by Sue Minchinton.</p> <p>The below committee members stood for re-election;</p> <ul style="list-style-type: none"><li>• Charlotte Allen</li><li>• Ellie Stone</li><li>• Clare Mann</li><li>• Sue Milward</li><li>• Kerry Welsh</li><li>• Becky Wright</li></ul> <p>There was a majority vote within the room to re-elect these committee members for a 3-year term.</p> <p>Thanks was given alongside gifts to those committee members who have chosen not to stand for re-election for all they have done for the club in their committee roles.</p>
<b>8</b>	<b>Instructors awards</b>



	<p>Jody Manaster and Elaine Cleverdon presented the rosettes for the instructors most improved awards as per below;</p> <ul style="list-style-type: none"> <li>• Mandy Frost- Michelle Harris</li> <li>• Rhiannon Tewson- Suzanne Dennis</li> <li>• Rhiannon Tewson Grids- Annie Nathan</li> <li>• Karen Lisk- Holly Wheeler</li> <li>• Andrew Lovell- Mia Pope</li> </ul> <p>This year we also awarded Kate Brown the volunteer award for her support to the dressage competitions throughout year. A huge thank you to Kate for being the first aider at these events meaning they could run.</p> <p>Due to the final dressage competition of the year being stood down, we also awarded the CER trophy, rosette and Redpost vouchers. This was for the person who had the highest cumulative points from the dressage series and was awarded to Julie Wheeler.</p>
<b>9</b>	<b>AOB</b>
	There was no other business raised.
<b>10</b>	<b>Close Meeting</b>
	<p>The AGM meeting was brought to a close.</p> <p>A raffle was held which raised £191 for Devon Air Ambulance, which the Club will top up to £300.</p> <p>The guess the name of the horse sweepstake was also drawn, this raised £280 for the club.</p>

<b>Committee Members</b>		
<b>Name</b>		<b>Initials</b>
Jody Manaster	Chair / Director	JM
Charlotte Allen	Club Secretary/ Company Secretary	CA
Clare Mann	Treasurer/ Director	CM
Mary Talbot- Rosevear	Director	MTR
Sue Milward	Committee	SMil
Becky Wright	Teams/ Qualifiers	BW
Ellie Stone	Committee	ES
Kerry Welsh	Committee	KW