

Independent examiner's report to the trustees of Chalkdown Group Riding for the Disabled Association

I report to the charity trustees on my examination of the accounts of the Association for the year ended 31 March 2018.

Responsibilities and basis of report

As the trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Charity'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 Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.....

Name.....TRACEY DARBY AFA MIPA

Member of.....INSTITUTE OF FINANCIAL ACCOUNTANTS

Address.....1st 4 ACCOUNTS LTD, MAYWAL HOUSE, 3 STATION ROAD
BOROUGH GREEN, KENT. TN15 8ER

Date.....8/5/18

Chalkdown RDA

1st April 2017-31st March 2018

Income	April	May	June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	Total
Sales	35	58	164	76	36	24	58	596		40		26	1113
Donations	246	30	1030	205	4	1145	362	695	1623	3353	35	4600	13328
Riders lessso/donations	90	55	120	55		130	356	120	881	100	203	103	2213
BG lessons acc	56	116	74	54		60	60	100	22	90	90	90	812
Fund Raising	226	100	422	1595	4430	28	3338						10139
Dinner			494										494
Misc						270				24	50	42	386
collect tins									98				98
Equip Sales					210								210
trailer" donation"						5500							5500
Dinner accrued			104	-52									52
	653	359	2408	1933	4680	7157	4174	1511	2624	3607	378	4861	34345
Expenses													
Pony Costs	909	475	348	630	600	300	1229	1016	1197	879	990	1172	9745
School Hire	90	180	135	90		135	135	225	45	135	135	135	1440
Fund Raising													0
RDA Purchases	58		72		43		24				66	42	305
RDA prepaid	53	53	53	53	53	53	53	53	53	53	53	53	636
Marketing/Quiz	18		200	292	343	571	727	1281	275	14		196	3917
Insurance						253		161			217		631
Misc	34	7	3	37		529	115		52		74	279	1130
Admin		19		9	6		12	26	80	92	9	19	272
Dinner accrued			598	-3									595
	1162	734	1409	1108	1045	1841	2271	2786	1702	1173	1544	1896	18671
Profit/Loss	-509	-375	999	825	3635	5316	1903	-1275	922	2434	-1166	2965	15674

8/5/18

Trustees' Annual Report
for Period 1st April 2017 to 31st March 2018

Chalkdown Group Riding for the Disabled Association
Registered Charity No 1174554

Reference and Administration Details

Charity Trustees :

Pauline Roestenburg	Chairman
Emma Ginger	Vice Chairman
Angus Boucher	Treasurer
Jane Helen Wilson	Secretary
Sarah Waters	Trustee
Moiria Highwood	Trustee
Jedda Rutter	Trustee
Gill Stewart	Trustee

Charity Accountancy Adviser :

Mrs Tracey Darby AFA MIPA
1st 4 Accounts Limited
Maywall House
3 Station Road
Borough Green
Kent TN15 8ER

Charity's principal address :

Maplehurst Barn,
Frittenden Road,
Staplehurst,
Kent TN12 0DL

Structure, Governance and Management

1. Chalkdown RDA is part of the National Riding for the Disabled Association whose registered charity number is 244108. There are approximately 500 RDA groups throughout the country in 18 difference regions and 61 counties.
2. Chalkdown RDA changed its charitable status on 7th September 2017 from Unincorporated to Charitable Incorporated Organisation (CIO) thereby giving better legal protection for trustees and the Group. It has been necessary to open a new Nat West Bank Charity Account to reflect this change.

3. The charity is managed by the Committee of Trustees which has control of the Group's property and funds. The Group's Constitution requires a committee of at least 3 and no more than 11 trustees, including Chairman, Treasurer and Secretary. No trustee may be a paid employee of the Group, but must be a member of the Group. In the year ended 31st March 2018 the Group had 8 trustees. Election of the trustees occurs at the Annual General Meeting (AGM) to which nominations may be made by any member of the Committee. One third of the Committee must retire at each AGM with the longest in office retiring first. Retiring trustees are eligible for re-election. If a vacancy occurs, the Committee may appoint a replacement until the next AGM.
4. Chalkdown RDA, being a member of the National RDA, is entitled to receive insurance benefits from the RDA Member Insurances as follows: Public, Products and Pollution Liability (£20m), Abuse Cover (£5m), Employers Liability (£10m), Personal Accident (£15k), Trustee Indemnity (£7.5m), Legal Expenses and Legal Helpline.
5. In line with new General Data Protection Regulations legislation due to be enforced on 25th May 2018 Chalkdown RDA has reviewed all its data protection safeguards and adopted an updated Privacy Policy.

Objectives and Activities

6. The work of the Group focuses entirely on providing opportunities for disabled adults and children in the locality to ride to benefit their health and wellbeing. This is currently carried out every Thursday during term time at Duckhurst Farm Equestrian Centre, Staplehurst, where the Group rents the use of the large indoor arena.

Achievements and Performance

7. Currently the Group owns five of its own RDA ponies, three of which are kept in livery and two are homed with RDA volunteers Jedda Rutter and Kay Donovan on formal loan agreements. We use four other ponies which are kindly loaned to us every Thursday by volunteers Karen Whittaker, Claire Carr and Kay Donovan.
8. The Group is flourishing with 33 volunteers who are all voting members in addition to the 8 trustees. We also celebrated the fact that Caroline Richardson, one of our longest standing volunteers and former trustee, received the President's Award from HRH The Princess Royal at the SE Supra Conference, held at Newbury Racecourse in April 2017, for her 35 years of dedication to the Group.
9. Over the current 12 months period the Group has provided 682 riding sessions to a total of 75 children and adults with both physical disabilities and learning difficulties.
10. The Group relies on donations for riding sessions and the trustees are therefore extremely grateful for the fund-raising efforts and donations made by the many

individuals who support the Group. This year has been exceptionally busy with fund raising events including Sutton Valence School Showjumping Event at Duckhurst Farm, The Biddenden Tractorfest, The Richmond Steam Fair and The Chalkdown Quiz Night. In addition there have been some very generous donations including Sue and Lawrence Martin's Santa Special, Ann and Stephen Oaks' Livery Company – The Makers of Playing Cards, Colin Burgess's 60th Birthday Party donation and the gift of a new trailer from John Page Trailers.

Financial Review

11. As a result of the above the accounts for this financial year show an income of £34,345. This is an increase of over £12,000 on the previous year's income. With expenditure of £18,671 in this 12 months period this leaves a surplus of £15,674. Cash at the bank on 31st March 2018 was £17,713. It should be noted that the sum of £5500 from the insurance claim following the trailer theft has been included in the income figure for this year.
12. It is the policy of the Trustees to aim to have a financial reserve equal to one year's normal operating costs which currently run at approximately £12,000. We have started to produce a monthly breakdown of pony costs which will assist us to be more precise with our running costs over the next financial year.
13. Because our income this year exceeded £25,000 it has been necessary to appoint an independent examiner to check our year end accounts. This is a statutory Charity Commission requirement. Mrs Tracey Darby AFA, MIPA of 1st 4 Accounts Limited has been duly appointed and a signed copy of her Report is attached and will be submitted to the Charity Commission with our Annual Return.
14. The trustees consider that the charity is in a sound financial position and are confident that the charity will be able to meet its commitments in the future.

Signed on behalf of the Committee of Trustees

Pauline Roestenburg
June 2018