

<b>Meeting:</b>	<b>BHS Board of Trustees</b>
<b>Date:</b>	Thursday, 11 December, 2025
<b>Time:</b>	10:00-14:00
<b>Venue:</b>	Blended: Microsoft Teams from the Board Room, BHS HQ, Equestrian House, Abbey Park, Stoneleigh, CV8 2XZ

Minute	Agenda Item & Discussion
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**1. Minutes of the previous meeting**

The minutes of the Board meeting that took place on Thursday 11<sup>th</sup> September and 25 November 2025, were agreed to be a true reflection.

**2. Conflicts of interest**

There were no new conflicts of interest.

**3. Updated Approved Centre Advisory Group Terms of Reference**

The Approved Centre Advisory Group terms of reference have been reviewed and updated with support from the relevant Trustee member, to make them more representative and a current reflection of the Approved Centre Scheme. The Board of Trustees approved the changes to the Approved Centre Advisory Group terms of reference.

**4. Updates to Volunteer Policy Framework**

The updates to the Volunteer Policy Framework which had been reviewed to bring it in line with the volunteer policy model, and to update the language used within the framework were distributed to the Board in advance of the meeting. The Board of Trustees approved the updated Volunteer Policy Framework in principle.

**5. Three Year Plan – Year One Summary**

A Year One Summary of the Three Year Plan was distributed to the Board in advance of the meeting. This review provided an update of the plan against headline KPIs. The key areas described within this report were as follows:

- Horses in Society
- Here to Help
- Road Safety
- Membership
- One Team Working Together

The Board provided positive feedback for each KPI.

**6. New Trustee Role Descriptions**

Proposed role descriptions for the 2026 Trustee Elections were distributed in advance of the meeting for pre-reading.

The following Trustee roles will be up for election in July 2026:

- Business with Digital & Project Management Knowledge
- Safety
- Volunteering and Communities

The role descriptions for the vacancies in the 2026 Trustee Election were approved by the Board of Trustees, subject to minor amendments.

**7. Vice Chair**

The Chair of the Board proposed that a Vice Chair would be elected at the Election Board Meeting in July 2026 to allow the newest Trustee members to settle into their roles. The Chair would consult the Board Committee Chairs on appropriate matters, should they arise. The Board agreed that a Vice Chair would be elected at the Election Board meeting in July 2026.

**8. CEO Snapshot Report**

The CEO Snapshot Report was distributed in advance of the meeting. The Chief Executive highlighted a few areas of the report for the Trustees' reference:

- Charity Race Days & Annual Awards
- Lobbying - Lobbying efforts of BHS have led to several meetings with MPs, regarding: Safety, Access, and for stricter rules on fireworks.
- Horse Care & Welfare – The Horse Care & Welfare Team delivered in person/hands-on events in 2025, with over 11,300 people supported through the helpline, surpassing well known global equine charities in this form of support.
- Education – Corrine Bracken was welcome as the BHS's newest Fellow. There are a number of elite riders who have recently undertaken their BHSI assessment and joined the Fellows & Instructors Association.
- British Riding Clubs (BRC) – BRC have been dubbed leaders of welfare initiatives following their revised rules on nosebands and using voice commands in dressage.

**9. Health & Safety Report**

The report that was distributed in advance of the meeting was noted. The COO highlighted a few areas for the Trustees' reference:

- DSE assessments were due to be updated in the New Year.
- Further work taking place regarding the Lone-Worker App.

**10. Safeguarding**

The Safeguarding report was distributed in advance of the meeting. The COO noted a few areas of interest for the Trustees' reference.

**11. Diversity, Equity & Inclusion (DEI)**

The DEI report was distributed in advance of the meeting. SP noted the following matters for the Trustees' reference:

- The Everyone Welcome pilot projects are progressing well and are beginning to show great benefits.
- Inclusive Leadership training is being delivered to some of the Home Team Members in the Spring, 2026.

**12. Information Security**

The report that was distributed in advance of the meeting was noted. The COO highlighted a few areas for the Trustees' reference.

**13. Project & Programme Report**

The Specialist Trustee for Business with Digital & Project Management Knowledge provided an overview of progress against the current projects and programmes, a full report on which was distributed in the minutes of the Finance Committee meeting that took place on 27 November 2025.

**14. Enterprise Risk Management Report**

The COO gave an overview of the Enterprise Risk Management Report to the Board of Trustees and noted a few areas for the Trustees' reference.

**15. Report and minutes from the Finance Committee Meeting on 27 November 2025**

A full report of the Finance Committee meeting that took place on 27 November 2025 was provided via the minutes of the meeting that were distributed in advance of the meeting. The Chair of the Committee provided areas for Trustees to note.

- The transition from SEIB to Howden is progressing well.
- Savings have been made throughout the year.
- Following a tender process for audit services, new auditors are coming onboard for the 2025 annual accounts.
- The budget and designated fund requests were discussed in detail and approved for recommendation to the Board of Trustees.
- The Society's investment portfolio is finishing the year in a strong position.
- Cash flow remains positive.

**16. Approval of Budget and Designated Fund Requests**

The designated fund proposals were distributed in advance of the meeting for the Trustees' pre-reading. The Finance Committee had discussed the proposals in detail, a record of which was reported via the minutes of the Finance Committee meeting that took place on 27 November 2025.

The Finance Committee agreed to recommend all the designated fund proposals to the Board of Trustees for approval.

**17. Management Accounts for the period ending 30 September 2025**

The Director of Finance provided a summary report of the management accounts for the period ending 30 September 2025.

**18. Company Secretary Updates**

The Director of Finance and Company Secretary gave updates to the Board:

- BHSQ Qualifications Board – The current Chair of the BHSQ Board is due to retire in January as well as another member of this Board. A replacement Chair has been elected, and three new Non-Exec Directors had been proposed to be appointed. The Board of Trustees agreed to approve the appointments in principle on the provision the proposed Non-Exec Directors biographies would be distributed in for references.
- Isle of Man Charity Registration – It was advised to the Board that the registration process for this was now complete.

**19. Any Other Business**

**None.**