

## **Cornworthy Village Hall Annual General Meeting Village Hall 4<sup>th</sup> November 2025**

### **Present: Existing Committee**

Hilary Tuppen (HT)	Secretary & Acting Chair
Fiona Kidd (FK)	Treasurer
David Bailey	Committee member (Parish Council)
Tim Carter	Committee Member (Table Tennis Club)
Helen Isitt	Committee Member (Cornworthy Cinema Club)
Kit Noble	Committee Member (Wild About Cornworthy)
Jilly Reid	Committee Member (PCC)
Donna Devaney	Committee Member (Facilities and Health & Safety)
Elly Finn (EF)	Committee Member, Buildings/Hall Upgrade
Bronwen Thompson (BT)	Committee Member (Events Coordinator)
Rebecca Holderness	Committee member (100+ Club)
Peter Fowler	Committee member (Bookings Secretary)

**In attendance:** members of the local community including E Sherwood, W. Petheram, A. Hawkes, C Thompson, P Mcloughlin, G Tuppen, K. Allen, P. Noble and R.Halladay.

**Apologies:** Simon Baker (Chairman)

1. Welcome from the Acting Chair.
2. The proceedings of the public meeting convened in accordance with s121(2) of the Charities Act 2011 were dealt with – see separate minutes.
3. Minutes of the last AGM on 29<sup>th</sup> October 2024 – A copy had been available on the website for inspection and no issues had been raised in advance of the meeting. There being no comments from those present, it was proposed that the minutes be approved and formally adopted. Upon a show of hands, the minutes were agreed as a true record and signed by FK.
4. Matters Arising  
No matters had been notified to the Secretary in advance of the meeting and no matters were raised by those attending in person other than as noted below.
5. Chairman's Annual Report:  
HT read out S. Baker's report recognising the significant amount of progress achieved over the last 12 months and thanking all those involved:  
"To make sure that there is as little repetition, deviation and hesitation as possible, I will keep my introduction brief as we will be having reports from Hils our secretary, Fiona our treasurer, from Elly on the hall refurbishment programme and whilst it's not on the agenda also from Bronwen our events coordinator.  
I would like to start by thanking the large number of people who have helped the village hall over the last year. Firstly, the trustees and co-opted members who sit all around and are in the audience. There are 13 of us in all including Peter Fowler who

handles the bookings and Rebecca Holderness who runs the 100 Club. Many thanks to you all for the sterling service you have given over the last year.

Apart from the lucky 13 of us, I would like to thank. Paul Mcloughlin, Tania, Rebecca Stevenson, Bill Petheram and Grahame and Sue from the Hunters, Paul Henderson for the splendid thermometer which indicates how much we have raised and how much more we need to raise, and Kelvin Gitsham for all the electrical work he does for the hall and for which he never charges. I'd also like to thank the pig roast committee for that highly successful event which was hugely enjoyable and raised over £5,000 net for the hall.

It's been another good year for the hall, which is visibly looking smarter and more loved, yet as you will hear much remains to be done.

Simon Baker  
Chairman"

6. Treasurer's Report:

FK delivered her report (see attached) for the period 01.09.24 -31.08.25. She highlighted that the cash at bank is now approximately £23k. The accounts for the year to 31<sup>st</sup> August 2025 had been made available and have been inspected by Roger Little. In the absence of any issues raised, it was proposed that the accounts be approved and upon a show of hands were adopted.

7. Secretary's Report:

**Legal structure**

HT had already talked about the proposed conversion to a CIO, so no more needed to be said at this stage. The trustees will consider the matter formally at the next committee meeting in the light of the discussion earlier in the evening, and there will be further updates in due course. In addition, the committee will be consulting the village about what it would like to see happening in the Hall.

**Events**

The subject of events raises an interesting but subtle point: the committee's job is to manage and maintain the fabric of the Hall for the benefit of the community. Due to the need to raise funds to finance both the annual running costs and necessary maintenance, the committee organises regular fund-raising events. All the events referred to below made invaluable contributions to the Hall's funds, and thanks were extended to all those involved.

Huge thanks were extended to Bronwen for coordinating events on behalf of the Hall and for liaising with the organisers of events not run by the Hall.

Thanks were also extended to Grahame and Sue Nutt at the Hunters – their efforts for the New Year's Eve party, the village fete/pig roast and Apple Day were significant, and the committee is enormously grateful for their support.

But the important thing is that the Hall gets used by the community and for community events organised by whoever is prepared to make the effort, so if anyone feels like organising something, even if the main motivation is not fund-raising, they were encouraged to do so.

**Housekeeping**

Apart from events and fund-raising, the committee must ensure that the charity satisfies all its legal requirements with the Charities Commission and that the Hall's

approach to corporate governance aligns with current best practice. The CIO conversion is part of that approach. Aside from that the committee is reviewing the health & safety policy and the financial policy to make sure they are both up to scratch - when it comes to applying for grant funding, it can be vital to be able to demonstrate that the charity has paid attention to these “hygiene factors”.

### **Volunteers**

The management committee could not run the village hall without additional volunteers, and the committee is always looking to recruit both additional trustees and co-opted members of the team. If anyone would like to get involved, please let any of the committee know.

On that subject, this time last year the committee was looking for volunteers for 2 projects:

#### **100 Club**

Many thanks to Rebecca Holderness for her enthusiastic handling of the lottery this last year – it involves a fair amount of work, and we are very grateful to her for taking over the baton from Rose O’Brien and Donna Devaney. The 100 Club raises important revenue for the Hall and provides that thrill of a potential win for those taking part – so many thanks to Rebecca and everyone who has signed up!

#### **Book stall**

Thanks were extended to Bill Petheram for the time and effort he and Rebecca Stevenson have spent on the bookstall, building on what Neil Robbins established. It's great that the Bookstall is now a community resource and Bill is always keen to receive further book donations.

### **8. Event Coordinator’s report**

BT reported that the past year had been busy as ever with regular events either in the Hall or associated with the Hall. The traditional Christmas fair was a great success, with the usual mix of crafty stalls, carol singing, teas and cakes, tree lighting and mulled wine. Both the New year party run by the Hunters, and the Burns night celebration organised by Jo Martin and Mary Galbraith were sell-out events, not remotely spoiled by smoke machines setting off fire alarms!

The first bank holiday weekend in May saw the community dance the night away to Paul McLoughlin, Elly and Donna’s disco. And the next day, the annual Dog show was a bumper event with 40 dogs entered, ably judged by a new dog expert, and with commentary from Gina Carter for the first time. The sun shone, and the day provided great competition between entrants and huge entertainment for observers.

Reviving the traditional Cornworthy Pig Roast was the bright idea of Heather Gitsham after a 15+ year gap. The mammoth efforts of the many involved in preparation and delivery were rewarded with 400 people turning up on a hot day at the end of June. The range of attractions and activities reflected traditional country fayres, with a 21<sup>st</sup> century twist and from the feedback, it was clear that a good time was had by all. Most recently the Apple Day went with a swing, as Sue and Grahame provided an action-packed day of pressing this year’s bumper apple crop and celebrating with line and clog dancing, bric a brac sales and the popular bottle stall. The results of the hotly contested cider making competition are still to come.....

This year a monthly email bulletin has been introduced, ‘Hear from the Hall’ to keep the village in touch with all forthcoming events – huge thanks to Paul McLoughlin for

orchestrating this. Do sign up - we now have 99 subscribers. We have also invested in a card reader so that people arriving without cash have no excuse for not spending money!

Thanks to EVERYONE who has contributed over the year by buying a raffle ticket, getting on the dancefloor, putting up marquees, wanging a welly, serving teas, decorating the Hall – so many people take part in these events, and they wouldn't be the same without so many willing volunteers. All the events have raised important funds that enable the Hall to be maintained and improved. (£7k net of expenses). Coming up – a traditional Sunday afternoon tea to the music of the Haldon string quartet, ably organised by Paul McLoughlin and team, the Christmas Fair at the end of November, It's A Christmas Cracker in Dittisham on 5<sup>th</sup> & 6<sup>th</sup> December and a New Years Eve party organised by the Hunters. If anyone else would like to set up an event in the Hall, we are always happy to provide support. Both one off and regular events are welcome.

#### 9. Hall refurbishment

EF reported that in September 2024, following a successful bid application to the Rural England Prosperity Fund, administered by SHDC, the hall was awarded £10,000 of Community Resilience Grant to put towards capital improvements. The grant conditions were that this money had to be match funded by hall funds and spent by the end of the 25/26 financial year. Despite the tight timeline, Kirkham Board (the Building Surveyor) and WMS (the building contractor) were able to specify, quote and complete the 'Phase 3' works which comprised:

- Replacement of all the bargeboards (and associated timber replacement of their purlin supports)
- Installation of a lead tray to the roof of the meeting room and re-bedding of the coping stones
- Replacement of the broken roof slates of the main roof and
- Window cill repairs to both gable end windows
- Repointing repairs of the mortar on all elevations (excluding the meeting room which needs to dry out)
- Replacement of blown double glazed units to the gable end windows
- New lighting to both doors

EF recorded thanks to Cllr John McKay, Chris Shears of the SHDC grant team and HT for the successful bid application. The bargeboards and the matching doors really lift the front elevation, and the meeting room roof and window repairs will ensure that that the hall stays watertight.

EF went to note that unfortunately, the roof repairs and slate replacements to the main roof revealed the true state of the existing roof timbers. Whilst these works had been accounted for in the 5-year maintenance schedule it has focused the committee members' minds on obtaining the relevant approvals and fund raising. Due to the nature of the works a planning application will need to be submitted following ecological surveys in the spring. Kirkham Board have been asked to prepare this application and obtain quotes from WMS (and others) to support future bid applications.

The cost of the bat surveys scheduled for May 2026 was noted at approx. £4.5k – in response to questions about the potential presence of bats, it was noted that if bats

are detected, an appropriate licence would be required to undertake the roofing works and relevant mitigation steps would be adopted (e.g. incorporating bat boxes in the roof structure, undertaking the works outside of the mating season, etc). Formal thanks were extended to Elly for continuing to oversee this vital project.

10. AOB:

- Paul Mcloughlin highlighted the Hear from the Hall monthly newsletter and reiterated the request to anyone not in receipt of the regular email to subscribe. He also drew attention to the opportunity to advertise in the newsletter.
- Rebecca Holderness raised the idea of a sponsored fun-run to raise funds for the bat surveys, details to follow. It was suggested that Jackie Kerslake might be able to assist with appropriate media coverage to draw attention to the issue.

11. Management Committee Resignations:

The existing committee resigned.

12. Election to the new Committee:

Chair: Simon Baker was proposed by Paul Mcloughlin, seconded by Penny Noble and the vote for his re-appointment was unanimous.

Treasurer: Fiona Kidd was proposed by Colin Thompson, seconded by Tim Carter and the vote for her re-appointment was unanimous.

Secretary: Hilary Tuppen was proposed by Elizabeth Sherwood and seconded by Anthony Hawkes and the vote for her re-appointment was unanimous.

The following trustees agreed to be appointed again: David Bailey, Tim Carter, Helen Isitt, Kit Noble and Jilly Reid.

Elly Finn will remain in charge of the hall upgrade, Donna Devaney will stay in charge of facilities, Peter Fowler will remain as booking secretary, Bronwen Thompson will remain as Events Coordinator and Rebecca Holderness will remain in charge of the 100+ Club, all as "co-opted members".

Grateful thanks were extended by the Acting Chair to everyone for their attendance and support, and the AGM closed at 7.55pm.

## Appendix – Treasurer’s Report for financial year ended 31<sup>st</sup> August 2025

### Highlights – A fantastic year



### Financial Results - Income

	2023/24	2024/25
<b>Income</b>		
Hall and Equipment Hire	2,533	2222
100 Club	2,355	1870
Events income	3,457	10916
Donations	34,949	23112
Other	32	40
<b>Total Income</b>	<b>43,326</b>	<b>38,160</b>
Event Costs	361	3911
100 Club Prizes	1,130	1000
<b>Direct Expenses</b>	<b>1,491</b>	<b>4,911</b>
<b>Gross Profit /(Loss)</b>	<b>41,835</b>	<b>33,249</b>
<i>Gross Profit /(Loss) %</i>	<i>96.56%</i>	<i>87.13%</i>
Water Rates	190	252
Premises Insurance	1,054	1104
Electricity	811	1422
Computer & Software	368	420
Cleaning	145	558
Subscriptions	110	62
Consultancy & Professional Fees	2,170	2218
Repairs and Renewals	724	286
Depreciation F & F	3,707	7212
General Expenses	582	474
<b>Overheads</b>	<b>9,862</b>	<b>14,008</b>
<i>Overheads excl Depreciation</i>	<i>6,155</i>	<i>6,796</i>
<b>Net Profit /(Loss)</b>	<b>31,974</b>	<b>19,241</b>
<i>Excl depreciation</i>	<i>35,681</i>	<i>26,453</i>

Events Income	2023/24	2024/25
Apple Day	1,262	1255
Christmas Fair	1,192	773
Curry Night	0	1260
Burns Night	193	0
Dog Show	760	1620
Pig Roast	0	5801
Other	51	207
<b>Total</b>	<b>3,457</b>	<b>10,916</b>

Hugely successful dog show with 40 dogs  
 £5800 takings, £3700 sponsorship, costs £3950, Profit £5500

Donations	2024/25
SHDC	10,000
CPC	1,000
Wheeler Mill	3,000
Event Sponsorship	3,840
Gift Aid (2024)	2,525
Personal	2,506
Other	241
<b>Total</b>	<b>23,112</b>

£3700 related to Pig Roast  
 On exceptional donations see below  
 Previous year donations included 2 exceptional donations amounting to £20,000

2023/24 34,949

# Financial Results - Costs

	2023/24	2024/25
<b>Income</b>		
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- Excluding depreciation overheads increased 10% - principally electricity and cleaning costs partially offset by a reduction in general repairs and renewals
- Event costs increase is due to Pig Roast costs
- Consultancy and professional fees largely relate to the renovation works

# Financial Results – Balance Sheet

## Balance Sheet at 31 August 2025

	2023/24	2024/25
<b>Fixed Assets</b>		
Property		21494
Plant & Machinery	37073	37073
Fixtures & Fittings		13517
Office Equipemnt		38
Deprciation	-3707	10919
	33366	61203
<b>Current Assets</b>		
Trade Debtors	291	201
Cash at Bank	31018	21524
Cash in hand	1029	1589
	32338	23314
<b>Current Liabilities</b>		
Accurals	927	1264
100 Club Monies	1380	1110
VAT	193	-244
	2500	2130
<b>Net Current Assets</b>	<b>29838</b>	<b>21184</b>
<b>Net Assets</b>	<b>63204</b>	<b>82387</b>

Already invested

Cash banked for the next phase – the roof but we need more (quite a bit more!) so will need to double our efforts next year and beyond