

## Cornworthy Village Hall – Committee Meeting

Village Hall, 20<sup>th</sup> January 2026, 7.00pm

### Present: Committee (Trustees) and co-opted members

Simon Baker	Trustee - Chair	SB
Hilary Tuppen	Trustee - Secretary	HT
Fiona Kidd	Trustee - Treasurer	FK
David Bailey	Trustee (CPC)	DB
Helen Isitt	Trustee (Cornworthy Cinema Club)	HI
Tim Carter	Trustee (Table Tennis)	TC
Kit Noble	Trustee (Wild About Cornworthy)	KN
Jilly Reid	Trustee (PCC)	JR
Rebecca Holderness	100 Club	RH
Bronwen Thompson	Events Coordinator	BT

### Apologies:

Peter Fowler	Booking Secretary	PF
Elly Finn	Co-opted member: Hall refurbishment	EF
Donna Devaney	Co-opted member: Facilities	DD

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ITEM	MINUTE	ACTION
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1.	<b>Welcome</b> from the Chair – and apologies noted.	
2.	<b>Minutes</b> of the last meeting (9 <sup>th</sup> December 2025) – minutes agreed as a true record and signed by SB	
3.	<b>Matters Arising</b> - <b>Fundraising Thermometer</b> : Explanation board. Wood purchased. c/f <b>Action: Simon</b>	SB
4.	<b>Events</b> - there was a discussion about how events should be organised and there was general agreement with Bronwen’s suggestion that there should be separate sub-groups responsible for individual Hall fund-raising events, with Bronwen acting as coordinator of the overall schedule of events. Her role is event coordinator not organiser! Ideally each sub-group would have another committee member involved as well as volunteers not on the committee.	

	<p>- Dates for certain annual events (and sub-groups) were agreed:  <b>Dog show: Monday 4<sup>th</sup> May</b> (Bronwen, Yolanda, Karen, Bill and Helen)  <b>Apple Day: day in Sept/Oct tbc</b> with the pub (Bronwen, Tim, +?)  <b>Christmas fair: 28<sup>th</sup> November</b> (Bronwen, Helen, David)</p> <p>- future event ideas – Bronwen had circulated a list of event ideas that could be pursued as well as a schedule of events taking place across all three villages, and these were discussed.</p> <p>The <b>church plans to run a ceilidh on New Year’s Eve</b> – Hils to ensure the PCC informs the pub.</p> <p>The idea of a "<b>Raise the Roof Ceilidh</b>" in the summer was enthusiastically received – date tbc. Rebecca Stevenson had arranged a ceilidh a while ago so might know a suitable band.</p> <p>A <b>Cornworthy Open Gardens</b> event (possibly in collaboration with WAC) in early July to overlap with the scarecrow competition was also fully supported. Simon offered parking at the field adjacent to Orchard Cottage. Tickets would cover access to all gardens involved and teas could be served in the Hall. (Sub-group: Bronwen, Simon, Helen).</p> <p><b>A Bat 5k Fun Run:</b> Rebecca had done a lot of research and circulated a paper summarising all the relevant details. Sadly, given the effort required to do a risk assessment, get permission to use the roads, secure appropriate insurance, etc, it was concluded that it was more trouble than it would be worth given the likely sum that might be raised. Some form of <b>Halloween themed event</b> could take place on 31<sup>st</sup> October.</p> <p>Other events discussed:</p> <ul style="list-style-type: none"> <li>- Dave Bailey is doing a 100k sponsored walk – details to follow</li> <li>- a bat related event – bingo? Combine with the Halloween event?</li> <li>- Dance evening</li> <li>- “Antiques Roadshow” style event run by Kit’s contact and possibly combined with an assessment of art by Annie Bowie</li> <li>- wine tasting evening run by Richard Halladay (possibly in April, max. 50 people, serve cheese and biscuits to keep catering simple)</li> </ul> <p>- the sale of alcohol at events was discussed and it was agreed that on occasion a TEN should be applied for. Cost: £21. Needs to be applied for about 2 weeks prior to the event. The dog show would be a good opportunity to test the system.</p> <p>- Bronwen suggested that a volunteer be identified to be the custodian/curator of photos of hall and community events, and Dave was volunteered!</p>	
5	<p><b>Treasurer’s Report</b></p> <p>- Cash at bank is approx.£27,400, including £3k received just before Christmas from the Wheeler Foundation. There is one retention of</p>	

	<p>about £600 outstanding.</p> <ul style="list-style-type: none"> <li>- Fiona tabled a forecast for the current year and a budget for 2026/2027, and following discussion of the forecast outgoings, it was agreed that £15k should be put on 90-day deposit.</li> <li>- there was a discussion about the gift aid which might be recoverable from the crowd-funding exercise as well as small donations received since that date. <b>Action: HT to check with Susie Hudson that there is no impediment to recovering gift aid on the crowd-funding sums secured.</b></li> <li>- finance policy: update c/f for approval at the next meeting. <b>Action: Fiona</b></li> </ul>	<p>HT</p> <p>FT</p>
<p><b>6</b></p>	<p><b>Hall Upgrade Report:</b></p> <ul style="list-style-type: none"> <li>- A third quote for the roof has been requested as grant providers generally ask for 3 quotes. c/f <b>Action: Elly</b></li> <li>- other possible upgrade works: <ul style="list-style-type: none"> <li><b>Floor</b> – Steve Hunt (Green Close) has kindly volunteered to undertake the overhaul of the floor at a cost of c. £1600-£2000. He is refining his quote to be circulated at the next meeting. Timing: during the summer and it will require the Hall to be closed for about 2 weeks.</li> <li><b>Blinds/curtains:</b> Helen has kindly offered to quote for making the replacement blinds with fire retardant fabric and with blackout lining and will provide some sample fabric. <b>Action: Helen</b></li> <li><b>Kitchen:</b> A quote has been obtained from WMS about what they could do to the kitchen and some of the repainting required. Their quote is approx. £4,400 + VAT. A second quote from the other contractor is £5,560 (both quotes are included in the overall sums quoted for the roof)</li> <li><b>The storeroom floor</b> is in poor condition. Simon and Tim have concluded that the ripped covering should be removed, and the floor painted during the summer sometime. Damp proof paint could be applied to the kitchen walls at the same time.</li> </ul> </li> <li>- flood incident and drains: the Hall’s insurers have been informed about the flooding on 13<sup>th</sup>/14<sup>th</sup> and 29<sup>th</sup> November. It was agreed that no claim should be made under insurance as the fire doors appear to be unaffected by the flood. <b>Action: Hilary to notify insurers</b></li> <li>Repairs to the internal manhole and sealing off the open vent in the disabled toilet remain outstanding actions: <b>Hilary and Elly are on the case.</b></li> <li>SWW has invited the Hall to submit a schedule of costs arising from the incident – <b>action: Hilary</b></li> <li>The main outstanding issue relates to the street gully which continues to overflow: this is exacerbated by the plunger that is still stuck down the pipe, but also the volume of surface water run-off and underground springs running into the combined sewer. This is being raised with DCC: <b>action: Hilary and Elly</b></li> </ul>	<p>EF</p> <p>HT</p> <p>HI</p> <p>SB/TC</p> <p>HT</p> <p>HT/EF</p> <p>HT</p> <p>HT/EF</p>

7.	<p><b>CIO conversion</b></p> <p>- the application to register the new CIO was submitted on 12<sup>th</sup> January and the new charity “Cornworthy Village Hall CIO” has been entered into the Register of Charities with reg. no. 1216490.</p> <p>The process of transferring everything from the existing charity to the new CIO can now begin. <b>Action: HT to apply to the CC for necessary consent as a pre-cursor to the pre-vesting agreement being prepared.</b></p> <p>The most effective date for the transfer to take effect would be the end of the current financial year – <b>action: Fiona to consider whether the year-end date should be amended for any reason.</b></p> <p>It is possible that the Coop may require the new CIO to open a separate bank account, as opposed to transferring the existing account into the name of the new entity. <b>Action: Fiona to assess the banking requirements</b></p>	HT  FK  FK
8.	<p><b>AOB</b></p> <p>- Hall cleaning: Freyja has resigned having concluded that the job wasn’t working out for her. Helen has kindly agreed to undertake what is necessary until a replacement can be found. Elise is keen to take over the job again when she returns from Canada.</p> <p>- Meter – c/f <b>Action: Pete</b></p> <p>- Hilary had drafted a survey of what the parishioners might want from the Hall – to be conducted early in 2026. This was discussed and certain amendments suggested. <b>Action: Hilary to prepare a revised draft for discussion at the next meeting</b></p> <p>- electricity supplier: Fiona is researching alternative arrangements</p> <p>- Tim noted that St Mary’s is getting rid of some surplus pews – these are not of interest to the Hall.</p>	PF  HT
9.	DONM – Tuesday 3 <sup>rd</sup> March @ 7pm	