Cornworthy Village Hall – Committee Meeting

Village Hall, 4th August 2026, 7.00pm

Present: Committee (Trustees) and co-opted members

Simon Baker	Trustee - Chair	SB
Fiona Kidd	Trustee - Treasurer	FK
Hilary Tuppen	Trustee - Secretary	HT
David Bailey	Trustee (CPC)	DB
Kit Noble	Trustee (Wild About Cornworthy)	KN
Helen Isitt	Trustee (Cornworthy Cinema Club)	HI
Jilly Reid	Trustee (PCC)	JR
Donna Devaney	Co-opted member: Facilities	DD
Elly Finn	Co-opted member: Hall refurbishment	EF
Rebecca Holderness	100 Club	RH
Bronwen Thompson	Events Coordinator	BT

Apologies:

Tim Carter	Trustee (Table Tennis Club)	TC
Peter Fowler	Booking Secretary	PF

ITEM	MINUTE	ACTION
1.	**Welcome** from the Chair – and apologies noted.	
2.	**Minutes** of the last meeting (2nd June 2026) – minutes agreed as a true record and signed by SB	
3.	**Matters Arising** - **CIO conversion**: The trustees considered and passed the following resolution: Whereas (1) by an Order of the Charity Commission dated 29 June 2026 ("the Order") the Trustees of Cornworthy Village Hall (registered number 283965) ("the Transferor") were authorised to pass a resolution transferring the assets and liabilities of the Transferor to Cornworthy Village Hall CIO (registered number 1216490) ("the CIO") notwithstanding any conflicts of interest between the Trustees and the trustees of the CIO; And (2) a Pre-Merger Vesting Declaration has been prepared whereby all the property of the Transferor will vest in the CIO with effect from a date to be agreed;	

	the Trustees of the Transferor unanimously resolved pursuant to the Order to merge with and to transfer all its property to the CIO and to authorise two Trustees to sign the Pre-Merger Vesting Declaration on behalf of the Transferor. Upon the passing of the resolution, various documents were signed to be held in escrow until the CIO has been registered for VAT. Action: Fiona/Hilary - **New Meter**: following the installation of the new meter, the only appliances subject to metered use will be the heaters. Consequently, the hall hire fee needs to be increased and the committee unanimously agreed with the changes proposed by the booking secretary. Action: Hilary to ask Pete to amend the charging schedule and the website - **Fundraising**: Dave Bailey has so far raised more than £4,900 from sponsorship for his undertaking the Race to the Stones 100km walk. The committee wholeheartedly applauded his efforts and thanked him for his hard work.	PF
4.	**Treasurer's Report** - Cash at bank and in hand is approx. £41k (excluding the funds raised by Dave and before paying for the roof repairs and associated fees). Outstanding gift aid claims amount to £3,500 – an exercise is now underway to secure the necessary gift aid certificates to enable these sums to be reclaimed.	
5.	**Hall Upgrade Report:** **- Side Extension Roof**: Elly reported that the repair works had been completed on 23rd July and a certificate of practical completion has been issued. The contractors also undertook some repainting to the rear windows (covered as a latent defect from the previous contract) and repointed the north end gable wall. The remedial works undertaken to the old roof had made it "sweat" for the last 15 years. In addition, a hidden gutter defect was discovered at the junction of the side extension with the north end gable wall, which probably accounted for the water funnelling into the back hallway. To counteract any future problems, an unusual lead flashing detail has been installed on the roof – these raised "flaps" must never be flattened! Elly undertook to ask WMS to issue its invoice by the end of August. Hilary will notify the insurers that the works have been completed. The original quote of approx. £32k included about £10k of contingency, of which nearly £2.5k has been spent. Elly's estimate is that the final tally will be in the region of £24,929.50 (+ VAT) + Kirkham Board's fee. The 25-year guarantee which has yet to be issued will specify a maintenance schedule that will need to be complied with to maintain the guarantee. - **Kirkham Board's report on the main roof replacement** is outstanding. Action: Hilary to chase this. The timing for the main roof is subject to planning and fundraising. - **Floor**: action: HT to follow-up with Steve Hunt - Helen is pursuing a quote for **replacement curtains/blinds** from Direct	EF HT HT

	Fabrics Action: Helen to secure a detailed quote once measurements finalised -The requirement remains for a **rolling maintenance programme** list to be compiled, and Fiona volunteered to pull this together. Action: Fiona c/f - The committee remains on the look-out for someone who will take responsibility for identifying maintenance issues to go on this list, even if these jobs then need to be undertaken by a team of volunteers or professional contractors. Action: Hilary to speak to Steve Hunt and committee to identify other volunteers c/f - It was noted that the main hall ceiling has an area where damp has caused mould to develop that requires painting. Action: organise a team to undertake the repair work c/f - Colin has volunteered to undertake some patch repairs to the front window frames provided he gets some assistance from other volunteers. Helen said she would be happy to help Colin with this work.	HT HI FK HT All HI
6.	**Events** - **15th August Produce Show**: CVH information desk to be organised by Rebecca and Hilary Bronwen had prepared a briefing note about events for discussion and tabled a calendar of events going forward: - **27th September Apple Day 12 noon-4pm –** Bronwen has been liaising with the pub about the details, which she ran through. The "Created in Cornworthy" idea and crafts and creations to view but not for sale idea were both met with enthusiasm. But not the ½ hour workshops. Suggestion of both apple pie and apple bake competitions. - **7th November quiz bingo/chili evening** Several committee members are available to provide the food, and the event team will be led by Bronwen, Kit and Helen. It was agreed that non-chili and veg options need to be provided and the format should be kept simple (e.g. crusty bread rather than rice, and no dessert). The chili should be made to the same recipe to ensure standardisation. A TEN licence should be secured, and the entry fee should be determined once the food costs have been calculated. - 19th December – village disco - 31st December – NYE ceilidh organised by the PCC in aid of the church windows. Tickets will apparently cost £35. **Other events for 2027:** - one man show "Into the Breach": the committee supported this idea, and the suggestion is to try to secure a date in January/February when the pub is closed. Suggested entry price of £10-£15 (to exclude teas and cake sales, as the box office split is shared 70:30 between Mark Carey and CVH). - Jumble sale in mid-February - antiques roadshow in collaboration with Dukes Auctioneers (as	

	organised by Kit) in mid-March (14th or 21st). This would involve valuations of pre-arranged items in front of an audience and perhaps an auction of donated items incl. experiences., tea & cakes and sales of alcohol (TEN required)	
7.	**Survey/Chairman's Letter** It was suggested that the detailed findings could be presented at the AGM. There was a suggestion of a "chairman's letter" maildrop to be published once the CIO conversion has happened, which could incorporate the survey findings, dates of events coming up etc. Action: HT to draft	HT
8.	**AOB** - 100 Club: the new lottery is up and running. 32 tickets sold so far - village calendar: Dave and Donna agreed to work on this together, with a view to having it ready for sale at Apple Day - Kit mentioned that WAC is planning to arrange an energy saving presentation in the autumn tba - Sarah Locke (1847 – 1872): the committee was unanimously of the view that without further information there is no compelling case for a commemorative plaque. Await to see if any further information is forthcoming cf - Simon mentioned that he has been contacted by someone wanting to set up a pickle ball club	
9.	DONM – Wednesday 9th September @ 7pm	