CODFORD VILLAGE HALL MANAGEMENT COMMITTEE
ANNUAL GENERAL MEETING
THURSDAY 19th OCTOBER 2026
IN CODFORD VILLAGE HALL

Trustees Present:	**Apologies:**
John McIntosh JM Chair John Curtis JC Treasurer Nicky Cornock NiC Secretary Lysa Hutchings LH Jamie Rideout JR Chris Gwynne CG	Karungi Grant KG **In attendance:** Matt Hutchings MH Jim Bullock JB

ITEM	POINTS COVERED	ACTION
1	**Welcome and Introduction.** The Chairman welcomed Matt Hutchings to the meeting as an observer and the Parish Council representative.	
2	**Apologies for Absence.** Karungi Grant sent her apologies for absence.	
3	**Minutes of the 2025 CVHMC AGM.** • The Secretary confirmed that the minutes had been approved and posted on the CVH website. • Matters Arising. JM confirmed that an application had been submitted to the Land Registry to transfer the registration of the hall and Broadleaze Meadow to the CIO. The process to do this was ongoing.	
4	**Adoption of the Report of Trustees and Accounts for the year ended 31 March 2026.** • JM read out the Achievements and Performance section and JC followed with the Financial Review and Plans for the Future. The members present indicated their agreement to those reports and the statements covering Public Benefit, Risk Management and Going Concern. JC undertook to further develop a policy on maintenance of a financial reserve and bring that back to CVHMC for approval before the end of 2026. On that basis, the Reserves statement was also approved. Having received the trustees' confirmation, JM and JC signed the report. • The Treasurer proposed the re-appointment of Moore South as the Independent Examiner of the charity's annual accounts, this was unanimously agreed.	**JC**

5	**Review of Risks.**
	• It was agreed that CVH needs to manage the following risks:
	  ○ Energy Costs increasing significantly.
	  ○ Reduced Footfall impact on income.
	  ○ Deterioration of the Building.
	  ○ Injury to a user.
	  ○ Insufficient Volunteers.
	  ○ Flooding.
	• JM to create a risk register for CVHMC.
		JM

6	**CVH CIO Constitution.** JM had shared a copy of the CVH CIO Constitution with all trustees. Nil requirements for amendment were tabled.	
7	**Election and Resignation of Trustees.** • In accordance with the initial appointments made on creation of the CIO, JM and JR were scheduled for re-election as trustees. They both agreed to stand for a further term. • During the year CG had been elected as a Trustee and Alec Thomson had resigned. • A new register recording tenure of trustees has been prepared and will be maintained by the Secretary. • JB was unanimously elected and welcomed as a trustee. • All those holding appointments agreed to continue to fulfil their formal appointments which were agreed by the other trustees present.	
8	**Any Other Business.** A lack volunteers is a concern. CVH runs on the goodwill of all its volunteers and recruiting additional volunteers is something all trustees should seek to do.	

Meeting closed at 8.20pm
Recorded by: Secretary
Published by: Chairman