CODFORD VILLAGE HALL MANAGEMENT COMMITTEE

ANNUAL TRUSTEES MEETING MINUTES

THURSDAY 19th JUNE 2025 IN CODFORD VILLAGE HALL

Trustees Present:	**Apologies:**
John McIntosh JM* Chair	Lysa Hutchings LH
Don Bartlett DB* Vice Chair	Niki Carpenter NC
John Curtis JC* Treasurer	Alec Thomson AT
Nicky Cornock NiC* Secretary	Jamie Rideout JR
Karungi Grant KG	

ITEM	POINTS COVERED	ACTION
1	Welcome and Introduction	
2	Apologies for Absence – See above.	
3	The Secretary will ensure copies of minutes from the last Old Charity AGM will be available at the Codford Village Hall community meeting.	NiC
4	The Treasurer referred to the annual accounts for the year ended 31 March 2025, which had recently been finalised by Moore South, and a copy of which had previously been circulated to the trustees, together with a letter of representation in respect of the accounts; and proposed that the accounts and letter are formally approved for signature by the Chairman and Treasurer - the trustees were unanimous in their agreement to this.	
5	The Treasurer proposed the re-appointment of Moore South as the Independent Examiner of the charity's annual accounts - the Trustees were unanimous in their agreement to this.	
6	The closure of the old Charity will be completed once the Charity Commission have sight of all relevant accounts which are due by 31/01/2026 and Land Registry information is up to date. JC confirmed that the Land Registry update needs to be completed first he will then submit final account returns. JM to submit an application to amend the Land Registry record.	JM
7	JM had shared a copy of the CVH CIO Constitution with all trustees. Nil requirements for amendment were tabled.	

8	Election/Resignation of Trustees: • In accordance with the initial appointments made on creation of the CIO, KG and DB were scheduled for re-election as trustees. • DB declared his intention to stand down but volunteered to continue working on fund raising for the refurbishment project. A vote of thanks to DB, for all the work he has done over the years for CVH and as Parish Council representative, was proposed by JM and supported unanimously. • KG agreed to stand for a further term. She was thanked for doing so and for her valuable work as a trustee and as lead for Hiring Issues. The following agreed to continue to fulfil their formal appointments which were agreed by the other trustees present: • Chair – JM • Vice Chair - Vacant • Treasurer – JC • Secretary – NiC	

Recorded by: N Cornock, Secretary