



CORNWALL HERITAGE TRUST

Trest Ertach Kernow

ANNUAL GENERAL MEETING 2020

Minutes of the 35th Annual General Meeting held via Zoom
on Thursday 19 November 2020 at 2pm

- Present:** Col Edward Bolitho President, Mrs Clare Jacques Chairman, Mr John Smith, Mr Brian Salmon, Lt Col Richard Trant, Mrs Alison Davey, Mrs Helen Rawe, Mrs Dawn Hunn, Mr Richard Farrant, Mr Peter Herring and Mr Alasdair Moore.
- In Attendance:** Mrs Cathy Woolcock (Trust CEO), Mr Mark Williams (RRL Accountant), Mrs Kathryn Layte, Mrs Alison Bick, Mrs Belinda Body, Mr Dick Cole and Mrs Kerry Horner (Minute Secretary)
- Welcome and Apologies:** Col Bolitho welcomed all to the meeting and stated that sadly this year the Trust was unable to invite members and friends to this meeting due the lockdown restrictions. No apologies have been received.

1 Minutes of the 34th Annual General Meeting

All present approved the minutes of the 34th AGM held 26 September 2019, copies of which were circulated with the agenda, and were signed as a correct record. Appendix A to be sent to Trustees. There were no matters arising.

CW

2 Chairman's Report

Mrs Jacques read the resigned chairman Dr L Spry's report whose three priorities for 2019-2020 were to Raise the Trust Profile, Expand the Trust and Investigate Treffry Viaduct. The RCS event enabled networking with the public, Chamber of Commerce and Cornwall Council. Staff rose to the challenge and organised the RCM event with a family day attended by many families followed by an evening event celebrating the Sir Richard Trant Award. There has been a significant increase in memberships largely due to staff raising the profile, the pandemic has hampered further events. Investigatory works were completed on Treffry Viaduct, and gratitude was expressed to Mr Smith for the effort in seeing this through. 2019-2020 was a successful year for the Trust.

Mrs Jacques paid tribute to Dr Spry for her dedication to the Trust, particularly her work with the Hairy Tej cartoon and the Story Cafes. Mrs Jacques became Chairman in the wake of 3 resignations: the Treasurer, the Chairman and Mr K Golding; difficulties were compounded by the pandemic, however Trustees remain positive and have far-reaching ambitions for the future. The Chairman thanked the President for his calm advice and sound support. Congratulations were given to the staff who have continued their management through the restrictions and maintained much of the activity of the Trust, all of which has

been appreciated. Trustees were thanked for their hard work, commitment and their wealth of knowledge and experience which has enabled the Trust to pass through the pandemic months even stronger for the future. The Chairman told the President her aim was to steady the ship and, whilst unable say how successful she has been, at least it did not sink. The President thanked the Chairman for her report and invited questions.

3 Statement of Accounts to 31 March 2020

The CEO presented the report to the meeting and stated 2019-2020 was a promising year. Stepping up the community engagement activities meant increased awareness of the Trust and this was reflected in increased memberships; last year was an all-time high for memberships which was partly due to the opening of the Tintagel bridge but also as a result of efforts to raise the Trust's profile. The corporate sponsorship scheme was launched and well-received and opened up a number of encouraging opportunities; while this was halted during lockdown it is a project that will be resurrected as soon as possible.

Investigatory works at Treffry were completed with the benefit of the grant received from Historic England in the previous financial year. Some of the capital works budgeted for at the sites did not take place and will be carried out this year; these include the rope clearance works at Treffry and re-fencing at Sancreed and Castle an Dinas. The grants schemes have grown over the last couple of years: over £50K was committed to new grants last year and over £14K in school transport grants, both of which help to fulfil charitable objectives and support worthy schemes.

The Trust is gaining momentum and would have started to see the benefits from its efforts this year if the circumstances had been different, building on activities and events as well as initiatives like the successful volunteering days. The budgeting and forecasting were accurate with outturn as expected with a planned deficit. There are plans to formulate business development and fundraising strategies to provide a solid base for achieving the objectives within the new strategic plan and to close the gap in the budget. Funding has been applied for a "Resilience Project". The Trust has benefited from over £50K in emergency grants this year, which have improved cashflow and meant no draw-down of funds from investments at a time when the financial markets have been volatile. The Trust is fortunate it has investments to keep the Trust solvent and will continue with its work on the strategic plan and resilience moving forwards.

4 Report of the Accountants

The accountant's report has been prepared by Robinson Reed Layton (RRL) in accordance with the Financial Reports, Statements and Companies Act 2006 with respect to accounting records and the preparation of the accounts and is shown on page 19 of the Annual Report and unaudited Financial Statements.

Mr Williams reported that RRL carried out an independent examination of the accounts and financial records and has no matters or concerns that have come to his attention in connection with the examination. The Trust accounts are not required to be audited under Part 16 of the 2006 Act as income was

under £1M. The income was £146K from a variety of sources, investment income at £72K and the remainder from donations and grants. Expenditure of £277K was higher than the previous year and included exploratory works at Treffry; £100K from restricted or allocated funds increased the deficit to £131K. Revaluation of investments dropped by £220K in March 2020 but they have recovered; the Trust is fortunate to have a significant reserve of £2.3M with a small restriction at £100K leaving £2.2M unrestricted, the significant reserve moving to account for the deficit in short to medium term. The President thanked the accountant for his report, expressed concern over losses but is pleased measures are in place to address them. There were no questions from the floor.

Lt Col R Trant proposed and Mr J Smith seconded the annual report and financial statements for year ended 31 March 2020 were accepted. **All were in favour.**

5 Election of Accountants

Mr J Smith proposed and Lt Col R Trant seconded Robinson Reed Layton be appointed accountants for 2021/2022. **All were in favour.** MW left at 14.06.

6 Election of Trustees to the Council of Management of the Trust

Mrs A Davey proposed and Mr J Smith seconded that the following members of the council be re-elected: Mrs Dawn Hunn, Mrs Helen Rawe, Mr Brian Salmon, Lt Col Richard Trant and Dr Garry Tregidga. **All were in favour.**

Mr J Smith proposed and Mrs C Jacques seconded ratification of the following new Trustees to the Council of Management: Mr Richard Farrant, Mr Peter Herring and Mr Alasdair Moore. **All were in favour.**

Mr Graham Hooper, Mr Ken Golding and Dr Larmorna Spry have retired. The President thanked them for their support and commitment to the Trust.

7 Appointment of Officers of the Trust

The President stated there was concern for the Trust and highlighted praise and thanks to Mrs Jacques who stood as Chairman when needed; he has enjoyed working with her and is pleased Mrs Jacques is remaining as Vice Chair. On behalf of the Trustees the President had pleasure in awarding Mrs Jacques Honorary Life Membership of the Trust with very grateful thanks.

Mrs D Hunn proposed and Mr B Salmon seconded the following Trustees be appointed officers of the Trust:

Chairman	Lt Col R Trant
Vice Chairman	Mrs C Jacques
Vice Chairman	Mr J Smith
Treasurer	Vacancy

All were in favour

8 AOB

8.1 The Chairman proposed a formal vote of thanks to staff on behalf of Trustees who have managed through the difficulties of the pandemic and the adjustments that had to be made.

8.2 The Community Engagement Officer shared a slide of events held last year: A stand at the Gorsedh festival; a volunteering day at Treffry which involved clearing ivy and gorse around the crib hut and uncovered an old millstone; the Carclew house tour; Business Fair; family day at RCM followed by the Awards event in the evening; Christmas merchandise and Christmas raffle; Exeter University Volunteering Fair for students. Since restrictions: new website launch; calendar 2021; Story Cafes planned; heritage plaques scheme progressing and Annual Review published. When restrictions are lifted there are plans for events at RCS and RCM. Trustees stated that the Annual Review is splendid.

9 Date and Time of Future Meetings

Date of the 36th Annual General Meeting 2021 to be advised.
Meeting closed at 14.32pm.

Signed Date