



## **CORNWALL HERITAGE TRUST**

*Trest Ertach Kernow*

### **ANNUAL GENERAL MEETING 2022**

Minutes of the 37th Annual General Meeting held via Zoom  
on Wednesday 12<sup>th</sup> October 2022 at 4pm

**Present:** Col Edward Bolitho OBE (President), Lt Col Richard Trant (Chairman), Mrs Clare Jacques, Mrs Alison Davey, Mr Peter Herring, Mr Matthew Dickinson and Mrs Helen Rawe and Ms Liz Carne via zoom.

**In Attendance:** Mrs Cathy Woolcock (Trust CEO), Mr Mark Williams (RRL Accountant, zoom), Mrs Kerry Horner (Secretary) and Mrs Alison Bick.

**Also Present** Please refer to the attached attendees list

**Welcome and Apologies:** Col Bolitho welcomed all to the meeting and advised that the Trust has been directed to await instruction regarding Royal Patronage renewal. The Duke of Cornwall will take over the management of the Duchy but will not necessarily be the Trust's patron.

Apologies were received from Mr Richard Farrant, Mrs Dawn Hunn, Ms Deborah Hinton, Mrs Jo Rayner, Brigadier Mike Anderson, Mr Jay Deeble, Dr J A Harvey, Ms Casey Meyer-Bourne, Mrs Belinda Body, Mrs Kathryn Layte and Ms Sophie Meyer.

#### **1 Minutes of the 36<sup>th</sup> Annual General Meeting**

The minutes of the 36<sup>th</sup> AGM held 1 December 2021 were approved, copies of which were circulated with the agenda and signed as a correct record. There were no matters arising.

#### **2 Chairman's Report**

Lt Col Richard Trant reported that the Trust conducted a strategic review last year and has undertaken many of the recommendations that came out of the review. One recommendation was to increase the property portfolio and Caer Bran, in West Penwith, was secured, as was the mine captain's office at Castle an Dinas. Another recommendation was to increase membership numbers and these have been growing this past year in addition to more life members. Volunteering opportunities are increasing across Cornwall. Education and fundraising are foremost and the Trust is looking to support other heritage organisations. The corporate sponsorship campaign was relaunched and the team hosted a successful stand at the Royal Cornwall Show (RCS). There was a great opportunity to celebrate the Platinum Jubilee by lighting beacons at two sites, these events drew large groups of people.

The Chairman thanked the President, Trustees and Operational Staff for all their hard work and unstinting dedication to the Trust. The Trust is going from strength

to strength, there is a great team working for the Trust and Trustees are supporting that team, there is much to look forward to.

Questions were invited from the floor:

- **Members asked** how many memberships there were. The CEO reported there are now 2980 members, the target of 10 life members has been overachieved.
- **Members asked** how many connections the Trust has with similar organisations around the world. The CEO confirmed the Trust has connections with heritage organisations in Cornwall, globally relationships are growing and a strategic aim is to cement these to be more than a passing recognition; an international member, John Webb, joined the meeting today via zoom from Canada. Members with international links were invited to speak to the CEO after the meeting.
- **Members asked** what the plans were for Caer Bran. The chairman stated the first priority is to safeguard its historic features but also to preserve its flora and fauna heritage. Its location connects to two other sites managed by the Trust. Guided walks are planned and there is an aspiration, longer term, for a mobile app which will give virtual site information connecting to other sites across Cornwall.
- **Members asked** how plans were progressing for Treffry. The CEO reported that the structural survey revealed it is sounder than first feared; a discussion is needed with Historic England (HE) to match their and the Trust's priorities; the CEO continues to pursue HE for a meeting. The Chairman stated there is a primary effort with Treffry to preserve, look after and give meaning to it in the 21<sup>st</sup> century; there are a lot of stakeholders involved with whom the CEO is liaising extremely well. The site is constantly on the agenda, and some of the community groups are carrying out necessary works.

### 3 **Statement of Accounts to 31 March 2022**

Mrs Cathy Woolcock reported that the second year of restrictions were a testing time; however, a Business Development Plan is now in place which provides a strategy for the next four years. It is challenging and demands significant investment to meet its targets. The Plan requires growth in income generation through increased membership numbers, seeking external funding through fundraising and generating a return from events and activities. In addition, it focuses on sites acquisition and the growth of the volunteering scheme. To balance accounts, tough decisions were needed regarding some expenditure e.g. the grants scheme has had to close for this year. Key to successful implementation was the recruitment of four additional staff on two-year contracts, plus an Admin & Events Assistant.

Income received of £253,492 was boosted by a large increase in membership numbers over the summer, which the Trust has worked hard to retain at renewal. Story Cafes and the Resilience Project were grant funded, £3,250 was received from corporate sponsorship and the first instalment of a bequest for £59,856; it is hoped to receive the remainder in the next couple of months.

Due to the ongoing restrictions expenditure in some areas was lower than forecast; this included the cost of events and community engagement, schools transport grants and heritage grants. The costs associated with membership were higher than expected due to the large numbers of new members but this was more than balanced by the income received.

At the end of the year the outturn was favourable with a much smaller than anticipated deficit for operational spend. The unplanned capital expenditure of £150K (plus costs) on sites acquisitions meant that some reserves were utilised for strategic purchases and the bequest monies were earmarked towards the purchase of Caer Bran; the second tranche will buy the site and the person who bequeathed the money will be honoured.

Economically, times are still tumultuous; it is unlikely a repeat of this outcome will be enjoyed next year which only reinforces the need to reduce reliance on income from investments. The aim of the work undertaken through the Resilience Project was to increase income generation to "close the gap" and ensure ongoing resilience and financial sustainability; the priority is to achieve this over the next four years now that the strategy is firmly in place.

The CEO thanked the team for adjusting to the many changes with their usual cheerful tolerance; the CEO also thanked the Trustees for continuing to provide strategic direction, unwavering support and wise counsel.

#### **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 as at 31 March 22 of the Annual Report and unaudited Financial Statements.

Mr Mark Williams of RRL reported the total income of £253K was a significant increase of £93K on the previous year resulting from the resilience grant, membership, legacy of £60K plus management fees and investment income. General costs were broadly the same overall before investments. Total assets are £2.8M, the vast majority held in unrestricted funds, investments held with Brewin Dolphin or CCLA with a small amount held in cash. Overall, the Trust is in a sound financial position with no concern from the accountant as the independent examiner. Col Bolitho noted the deficit had reduced from £40K to £12K this year. The CEO stated staff were working from home and costs reduced, the planned spend will be greater this year.

Mr Matthew Dickinson proposed and Mrs Alison Davey seconded that the annual report and financial statements for year ended 31 March 2022 be accepted. **All in favour.**

#### **5 Election of Accountants**

RRL were appointed as accountants for 2023/2024. **All in favour.** The President thanked Mr Williams for his report.

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

There were no Trustees standing for re-election to the Council of Management of the Trust this year.

**Trustees appointed** Mrs Elizabeth Carne and Mr Matthew Dickinson as Trustees, having been elected as Trustees by the Council of Management during the year. **All in favour.** The chairman thanked the new Trustees for joining the Trust and for their support.

#### **7 Appointment of Officers to the Council of Management of the Trust**

Mrs Clare Jacques stepped down as Vice Chair but will continue as a Trustee. Mrs Clare Jacques proposed and Mr Pete Herring seconded the following Trustees be appointed officers of the Trust:

Lt Col Richard Trant	Chairman
Mrs Alison Davey	Vice Chairman

**All in favour**

## **8 AOB**

### **8.1 Special Resolution**

The Articles of Association, which serve as a constitution were out of date and have been reviewed, the changes are minimal and include: internet, online meetings and email correspondence, the number of Trustees on the Council of Management reduced from 15 to 12, the maximum number of members at the AGM reduced from 30 to 15, the maximum term for a Trustee is 3 terms of 3 totalling 9 years, plus changes made to make it easier for a Trustees to leave, a quorum changed from 2 to 3. The articles were drawn up by Stephens Scown and funded through the resilience project, 75% vote in agreement is needed.

Mr Pete Herring proposed and Mrs Clare Jacques seconded that subject to obtaining consent from the Charity Commission the draft Articles of Association produced to the meeting be adopted as the Articles of Association of the Company in substitution for, and to the exclusion of, the existing Articles of Association of the Company. **All in favour.**

### **8.2 Presentation of “Member Emeritus” to Clare Jacques**

The President thanked Mrs Clare Jacques personally and on behalf of the Trust, awarded her Member Emeritus status and presented her with flowers in recognition of her many years of service as Vice Chair of Cornwall Heritage Trust and with the truly grateful thanks from everyone at the Trust.

Mrs Clare Jacques proposed a vote of thanks to Lt Col Richard Trant who has settled in and taken over the reins as Chairman; Mrs Jacques also thanked the organisational team and Col Edward Bolitho for their continued support.

### **8.3 Slideshow**

The Digital and Design Officer shared a slide show of the events from last year: Story Cafes were held virtually and in person and included HMS Warspite, Cornish Mythology and Ancient Penwith, all of which were part of jubilee funding which also paid for beacon lighting and Sancreed's new brazier. The next lighting will be at the King's coronation on 6<sup>th</sup> May. St Piran's day in Falmouth was successful for membership and children's activities; Caer Bran welcome event was privileged to witness RNAS Hawk jets on their final flight. There were guided walks at Sancreed, Caer Bran and Castle an Dinas, and more are being planned; Cornwall Garden Society spring flower show; lantern building workshops were held in local schools and the lanterns were then paraded up the hill as part of the beacon lighting celebration; the Trust took the whole of heritage marquee for demonstrations at the RCS, and launched the crib hut appeal. **The President asked** if the venue was successful. The CEO reported people had their backs to the marquee, the CEO is in talks with the RCS to make improvements for next year. Partnerships with Gorsedh Conference; Luxulyan Valley; Stithians Show; Gorsedh Ceremony; Krowji children's fun activities. Future events include two more Story Cafes and an Awards Ceremony. The President thanked the team for the impressive slide show which gave a good flavour of events.

**The President thanked** everyone for attending the AGM and specifically Mr John Webb for attending from Toronto. Mr Webb reported that a USA Grand Bard was initiated in Hayle and Toronto has won a couple of shields for keeping alive the Cornish Association, especially in the last two years.

**9 Date and Time of Future Meetings**

Date of the 38<sup>th</sup> Annual General Meeting 2023 to be advised.

The meeting closed at 16.55pm.

Signed ..... Date .....