



# Cosby Recreation Ground Charity

Charity Number 513289

Clerk to the Trustees: **Mr Les Phillimore**  
**76 Springwell Lane**  
**Whetstone**  
**Leicester**  
**LE8 6LT**

Telephone: **07802 303936**  
**clerk@cosbyparishcouncil.org.uk**

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Minutes of the INFORMAL meeting with the Trustees of the Cosby Recreation Ground Charity (Charity Number 513289) (Cosby Parish Council) and the Trustees of the Cosby Village Hall Charity (Charity Number 521404) held at 6.00pm on Thursday 3<sup>rd</sup> April 2025 in the Heritage Room, Cosby Village Hall, Park Road, Cosby.

## MINUTES

Present:

### **Recreation Ground Charity (Cosby Parish Council)**

Cllr: V Rye (Chair)                      Cllr: J Chapman                      Cllr: H Stevenson  
Cllr: C Pharoah                              Cllr: S Boocock                      Cllr: S Wegerif                      Cllr: G Lee

### **Village Hall Committee**

Mr G Anderson                      Mr M Howkins   Mrs Jane Munton                      Ms Louise Quinney  
Mr C Bills                                  Mr P Russell

Also present: Mr L M Phillimore – Clerk to the Trustees

### **25.07 Chairman's welcome.**

Chairman welcomed those present

### **25.08 Open Discussion**

- a) Graham Anderson advises that the Charities Commission have indicated that they need assurance that the Recreation Ground Charities "Objectives" are being amended to include the operation of a village hall.
- b) Parish Manager and Chair advise that the Councils lawyers are fully aware of this requirement which was identified at the outset.
- c) Parish Manager confirms that the Village Hall will reside within the Recreation Ground Charity.
- d) Consensus is that the Village Hall Charity will be "blended" into the Recreation Ground Charity.
- e) It needs confirming to the Charities Commission that the Village Hall sits on Recreation Ground Charity land and that the obligation is on the Village Hall Charity

to ensure an acceptable transfer of **assets in the eyes of the Charities Commission.**

**25.09 Village Hall Charity**

G Anderson tabled a set of points (below) raised by the VHC's lawyer. The table is annotated from the meeting discussion.

1.	The Parish Council's precept: the Parish Council will need to complete its consultation and understand as a result whether or not it can increase the precept.		<p><b><i>The Parish Council is an independent Precepting authority and does not require a consultation to set a Precept.</i></b></p> <p><b><i>It is however the case that, in light of the known future costs, the parish council will release publicity and the potential cost implications across the village.</i></b></p>
2.	Formal appointment of the Trustees of the Village Hall by the Charity Commission		<p><b><i>Matter for the lawyers to conclude.</i></b></p>
3.	The Village Hall to apply to the Charity Commission for a scheme to change its governing document to regularise the trustee composition.	This is so that the Village Hall can make valid decisions in relation to the future of the hall.	<p><b><i>The VHC should move ahead to regularise their current Trusteeship without further delay.</i></b></p> <p><b><i>Once regularised, the VHC can sign the "side-letter" and relinquish structural financial liability for the village hall.</i></b></p>
4.	The Parish Council to apply to the Charity Commission to amend its objects to include village hall objects.	<p>It is not currently possible to transfer the Village Hall to the Recreation Ground Charity because the objects of the Recreation Ground Charity are not sufficiently wide.</p> <p>The new objects would need to be sufficiently wide to enable the Recreation Ground Charity to accept</p>	<p><b><i>The Parish Council lawyers are aware of this requirement.</i></b></p> <p><b><i>RGC Trustees to meet to resolve this legal amendment.</i></b></p>

		<p>and operate the property as a village hall.</p> <p>The Commission link to their operational guidance is here and they pointed to section B3.1 in their correspondence with us. The Commission notes that it may be possible to apply for a scheme or to use the statutory power in s280 A of the Charities Act 2011.</p> <p><a href="#">Resources - Charity Commission Operational Guidance - Knowledge Hub</a></p> <p>The Charity Commission also notes that the Parish Council would not be able to become trustee of the VH because they would not be able to manage the conflict of interest in relation to the lease.</p>	<p><i>This note will be referred to the parish council's lawyers as no lease is expected to be required.</i></p> <p><i>The Parish Council will seek to establish a Village Hall Committee with a scheme of delegation and decision-making authority and responsibility for the operation of the village hall.</i></p> <p><i>It is hoped that a Sub Committee can then be formed to allow the current VHC Trustees to maintain a voluntary role in the day-to-day management of the village hall.</i></p> <p><i>The sub-committee will be required to report into the Village Hall Committee and the Village Hall Committee into the Parish Council.</i></p> <p><i>Parish Manager will investigate and formulate and seek advice on the "lease" note.</i></p>
5.	Surrender of the lease of the Village Hall	The trustees of the VH can only apply to surrender the lease once the objects of the RGC have been amended.	<i>Seems to conflict with No4 above.</i>

6.	Transfer / amalgamation		<p><b><i>As above.</i></b></p> <p><b><i>Cleaner and Premises Opening Officer as sub-contract to the VHC are expected to be retained by the RGC as experienced individuals essential to the ongoing operation of the village hall.</i></b></p>

**25.10 Future Operating Model.**

25.10.1 As noted in point 4. Parish Manager to investigate and firm-up the potential operating structure which will require defined roles, employed, voluntary or sub-contract.

25.10.2 Bookings and finance facilities for the RGC will most likely migrate onto a Parish Council software package and the Bookings Secretary issued with the necessary IT equipment.

**25.11 Transfer Date**

Provisional date remains as 30<sup>th</sup> September 2025 but it is accepted that until the RGC Objects have been amended and approved by the Charities Commission, no transfer date can be committed to.

**25.12 Hand-over**

The Village Hall Committee (Parish Council) and the Village Hall Charity will be required to jointly “work through” the handing-over of responsibilities of the village hall.

For probity around the budget process and planning for a balanced budget, the ideal transfer dates remain as 30<sup>th</sup> September or 31<sup>st</sup> March of each year.

**25.13 Regularising the Village Hall Charity**

VH Charity to liaise with their lawyers to regularise their Trusteeship so that the Side Letter can be signed and the financial liability removed from the VHC Trustees. This should be pursued at pace and can take place ahead of any formal transfer of assets.

**Meeting ends 7.08pm**