

EXTRAORDINARY GENERAL MEETING (EGM) COXHOE VILLAGE HALL ASSOCIATION



An Extraordinary General Meeting will be held to consider an important proposal about the future of the organisation.

Date: 12th May 2026 - Time: 5.30 pm - at Coxhoe Village Hall

Purpose of the Meeting: To consider a proposal to change the organisation's legal structure from an unincorporated association to a Charitable Incorporated Organisation (CIO) – Foundation model, including transferring the organisation's activities and assets to the new charity. All members are welcome to attend and vote.

Stuart Dunn – On behalf of Coxhoe Village Hall Trustees
28th April 2026

MEMBER BRIEFING: PROPOSAL FOR COXHOE VILLAGE HALL TO BECOME A CHARITABLE INCORPORATED ORGANISATION (CIO)

Why are we proposing this change?

Coxhoe Village Hall is currently an **unincorporated association**. This means that the organisation does not have a separate legal identity, and trustees/committee members can be personally responsible for its debts and legal obligations.

We are proposing to set up a **Charitable Incorporated Organisation (CIO)** to provide:

- A legal structure where the organisation can hold contracts and assets in its own name
- **Limited liability** for trustees
- A structure recognised and regulated by the Charity Commission for England and Wales
- A stronger foundation for future sustainability and development

What is a CIO (Foundation Model)?

A CIO is a type of charity that is incorporated and regulated by the Charity Commission for England and Wales.

The **Foundation model** means:

- The charity is governed by its trustees
- There is not a wider voting membership
- Trustees make key decisions on behalf of the organisation

What will change?

- A **new CIO charity** will be created
- The current organisation's **activities, assets, and any liabilities** will transfer to the new CIO (once registered)
- The existing association will then be **closed (wound up)**

Day-to-day activities and the organisation's purpose are expected to remain broadly the same.

What are members being asked to approve?

At the EGM, members will be asked to:

1. Agree to set up a new CIO (Foundation model)
2. Agree to transfer the organisation's activities, assets, and liabilities to the CIO
3. Adopt the Charity Commission's Model Objective and Powers
4. Authorise the trustees/committee to complete the process, including:
 - Applying to the Charity Commission for England and Wales
 - Finalising the CIO constitution
 - Winding up the current organisation once the CIO is in place

What are Charity Commission's, Model Objective and Powers?

Model Objectives: *'To further or benefit the residents of **Coxhoe** and the neighbourhood, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.'*

Model Powers:

'In furtherance of these objects but not otherwise, the trustees shall have power:

To establish or secure the establishment of a Village Hall and to maintain or manage or co-operate with any statutory authority in the maintenance and management of such a centre for activities promoted by the charity in furtherance of the above objects.'

What are the benefits?

- Protection for trustees from personal liability
- A clearer and more robust legal structure
- Increased credibility with funders and partners

Are there any risks or considerations?

- The process will take time and require approval from the Charity Commission for England and Wales
- The organisation will need to operate under a formal constitution
- Trustees will take on formal legal responsibilities as charity trustees

If you have any questions before the meeting, please contact: Stuart On 0770 335 1046 or email stuart@coxhoevillagehall.com

We encourage all members to attend the EGM and take part in this important decision.