

27 July 2026

To:

Lord Lieutenant Colonel Sir Edward Bolitho	Ex officio governor
The Mayor of Truro (Councillor Wells)	Ex officio governor

Cornwall Council	Three Representative governors: CC Councillor Karen Glasson (Probus and St Erme)
Ladock Parish Council	One representative governor: Councillor Helen Campbell
Liskeard Town Council	One representative governor: Councillor Nick Craker
Lostwithiel Town Council	One representative governor Councillor Karin Henderson
Truro City Council	Three representative governors: Deputy Mayor (Councillor Rich) Councillor Biscoe Councillor Mephram

CC.

Eveleen Riordan – Service Director – Education and Community Health (Cornwall Council)

Mike Harris - Chief Finance Accountant - Finance and Assurance (Cornwall Council)

Dear Governor

NOTICE IS HEREBY GIVEN that an Annual General Meeting of the **ELLIOTT EXHIBITION FOUNDATION CHARITY** will be held in the **MAYORS PARLOUR, FIRST FLOOR, TRURO CITY COUNCIL, TRURO COMMUNITY LIBRARY, UNION PLACE, TRURO, TR1 1EP** on **THURSDAY 30 JULY 2026** at **10.00 am**, for the transaction of the under mentioned business: -

A G E N D A

1. **ATTENDANCE AND APOLOGIES**
To **note** attendance and apologies
2. **TO ELECT A CHAIRMAN FOR THE MEETING**
To resolve
3. **MINUTES OF PREVIOUS MEETING**
To **resolve** to approve and sign the minutes of the Elliott Exhibition Foundation meeting held on 8 January 2026. (Appendix 1)
4. **REVIEW MODERNISED CONSTITUTION**
To **resolve** to approve the updated constitution. (Appendix 2)

5. **NOMINATE A PARISH COUNCIL TO CLERK FOR 2026/2027**
To **resolve** to approve the parish who will be responsible for clerking in 2026/2027.
6. **ANNUAL REPORT AND ACCOUNTS**
To follow.
7. **APPLICATION FORM**
To **consider** and make changes to the application form and to **resolve** on a final version. (Appendix 3)
8. **ADVERTISING GRANT**
 - a. To **resolve** whether grants will be made in 2026/2027. If so, agree deadlines for this year.
 - b. To **discuss** how parishes will advertise the grant.
9. **PARISHES VOLUNTEERING FUNDS**
Confirm **discuss** financial commitment from Parishes to charity. (Appendix 4)
10. **DATE OF NEXT MEETING**
To confirm schedule of meetings for 2026/27.
11. **ITEMS FOR FUTURE MEETINGS**

Town Clerk's Department
Municipal Buildings
Boscawen Street
Truro TR1 2NE
Tel. (01872) 274766
www.truro.gov.uk
email: info@truro.gov.uk

**MEETING OF ELLIOTT EXHIBITION FOUNDATION CHARITY HELD ON
THURSDAY 08 JANUARY 2026 at 10.00 am
in the Mayors Parlour, Second Floor, Truro City Council Offices, Truro Public Library,
Union Place, Truro**

TRUSTEES PRESENT:

Chairman & Ex-officio Governor - Lord Lieutenant (Colonel Sir Edward Bolitho KCVO OBE)
Ex-officio Governor - Mayor of Truro (Councillor Chris Wells)
Ladock Parish Council (Councillor Helen Campbell)
Lostwithiel Town Council (Councillor Karin Henderson)
Truro City Council (Councillor Bert Biscoe)
Cornwall Council & Truro City Council (Councillor Loic Rich)

APOLOGIES:

Cornwall Council (Councillor Karen Glason)
Truro City Council (Councillor Bethany Mepham)

ABSENT:

Liskeard Town Council (Councillor Nick Craker)

ALSO IN ATTENDANCE:

Mayor of Lostwithiel (Councillor John Berryman)
Truro City Council Deputy Town Clerk (Esther Greig)
Truro City Council Mayors Secretary (Agatha Hodges)

1. ATTENDANCE AND APOLOGIES

Noted.

EEF/26/1

2. ELECTION OF CHAIRMAN

As the foundation met less than a year ago, Lord Lieutenant Colonel Sir Edward Bolitho remained as Chairman.

EEF/26/2

3. MINUTES OF PREVIOUS MEETING

The minutes was approved as a true record following a minor amendment to item 5.

EEF/26/3

4. OVERVIEW ON HISTORY OF CHARITY AND REVIEW OF CONSTITUTION

Noted.

EEF/26/4

5. MODERNISE CONSTITUTION

- i. The trustees resolved that the wording of the constitution needed updating. It was suggested by the Lord Lieutenant and was agreed by all present that Councillor Bert Biscoe and Deputy Town Clerk of Truro City Council Esther Greig draft some suggested changes to the document and then arrange a meeting with a representative of each parish to discuss further in April 2026.

EEF/26/5

- ii. It was decided that the foundation will review the grants once it has access to the NatWest bank account. Councillor Berryman suggested that parishes advertise the grants themselves if Cornwall Council will not be able to recommend students for grants.

EEF/26/6

6. REGISTER WITH CHARITY COMMISSION/HMRC

The Trustees discussed registering the Foundation with the Charity Commission and postponed the decision until the work on the constitution was completed.

EEF/26/7

7. CCLA ACCOUNT ACCESS

Truro City Council has access to the CCLA accounts. There are two accounts Deposit Fund - £1,686.47 – the interest is reinvested into the account Investment Fund - £14,280.94 – the dividends are paid into the NatWest account.

It was proposed by Councillor Biscoe, seconded by Chairman, and **RESOLVED** that:

- a. The foundation update the CCLA mandate by nominating Truro City Council's Deputy Town Clerk as an official, Cllr Rich as a Truro City Councillor, as well as the Lord Lieutenant as signatories.

EEF/26/8

8. NATWEST BANK ACCOUNT ACCESS

Truro City Council are predicting that there is about £4,000 - £5,000 in the NatWest bank account due to dividend payments from CCLA investment fund being deposited over the past decade.

It was proposed by Councillor Biscoe, seconded by Chairman, and **RESOLVED** that:

- a. The Foundation update the NatWest mandate to nominate the following signatories:
Truro City Council's Deputy Town Clerk – Esther Greig
a Truro City Councillor – Councillor Loic Rich
and Lord Lieutenant - Colonel Sir Edward Bolitho KCVO OBE.
- b. The bank mandate be amended to reflect the following signing rules:
Any two authorised signatories to sign
- c. Truro City Council's Deputy Town Clerk is authorised to complete and submit the necessary NatWest mandate forms and provide any required identification or documentation.

EEF/26/9

9. PARISHES VOLUNTEERING FUNDS

Councillor Biscoe asked that Parishes consider allocating some money to help fund future grants. Deputy Town Clerk noted that Parishes will already have been working on 2026/27 Precept and would not have allocated money this year, but the foundation would remind Councils in September 2026 for next year's budget process.

EEF/26/10

10. DATE OF NEXT MEETING

Interim meeting - constitution working group – 21st April 11:30am – Virtual.
AGM – 23rd June 10:00am – Mayors Parlour, TCC Office, Truro Library
September – tbc – will be when grants are distributed.

EEF/26/11

11. ITEMS FOR FUTURE MEETINGS

- i. Confirm how to distribute funds.
- ii. Confirm financial commitment from Parishes to the Foundation.

EEF/26/12

The meeting closed at 10:54am.

----- CHAIRMAN

DRAFT

Approved to be updated.

E.S.A. No. 68 S.

CORNWALL.

TRURO and Elsewhere.

Elliot Exhibition Foundation Scheme

BOARD OF EDUCATION

The former TRURO GRAMMAR SCHOOL FOUNDATION, in the City of TRURO and elsewhere in CORNWALL, henceforth to be known as 'THE ELLIOTT EXHIBITION FOUNDATION', is regulated¹ by a Scheme adopted by resolution of Truro City Council, Lostwithiel Town Council, Liskeard Town Council, Ladock Parish Council, and with the approval of the Lord Lieutenant of Cornwall, Col Edward Bolitho, in May 2026.

¹ Established by a scheme originally endowed under the Endowed Schools Act on 3 May 1882, as amended by a Scheme made under the said acts on 4 November 1901;

In the Matter of the Endowed Schools Acts, 1869, 1873, and 1874; and

In the Matter of the Board of Education Act 1899, and the Board of Education (Powers) Orders in Council, 1900 to 1902.

SCHEME FOR THE ADMINISTRATION OF THE ELLIOTT EXHIBITION FOUNDATION

Future administration.	1. The Foundation and its endowment (including the particulars specified in the Schedule to this Scheme) shall hence-forth be administered by the Governing Body herein-after constituted, in conformity with the provisions of this Scheme, under the name of the ELLIOTT EXHIBITION FOUNDATION, herein-after called the Foundation.
Governing Body.	2. The Governing Body shall consist (subject as in this Scheme provided) of up to 8 persons, being-
Ex-officio Governors.	TWO Ex-officio Governors- The Lord Lieutenant of the County of Cornwall, and The Mayor of Truro, respectively, for the period of their tenure;
Representative Governors.	FOUR Representative Governors, to be appointed - One by the Truro City Council; One by the Liskeard Town Council; One by the Lostwithiel Town Council; One by the Ladock Parish Council; ; and Every Governor to be appointed by a Parish Council shall be appointed for a term of office ending on the date of the next Parish Council elections, or following their resignation from the Parish Council.
Cooptative Governors.	Up to TWO Cooptative Governors, to be appointed by resolution of the Governors. The Cooptative Governors shall serve for a term of five years.
Declaration by Governors.	3. No person shall be entitled to act as a Governor, whether on a first or any subsequent entry into office, until they have signed in the minute book of the Governors a declaration of acceptance and of willingness to act in the in the best interests of this Scheme.
Quorum and voting.	4. A quorum shall be three Governors present at the meeting (including one ex-officio). All matters shall be determined by the majority of the Governors present and voting on the question. The Chairman shall have a second or casting vote.
Governors not to be personally interested in Foundation.	5. The Foundation has adopted the Cornwall Code of Conduct for City, Community, Parish and Town Councils which will apply to all Representative and Cooptative Governors. All interests arising from the Code of Conduct adopted by the Foundation will be recorded in the minutes giving the existence and nature of the interest.
Determination of Governorship.	6. Any Representative or Cooptative Governor who is absent from all meetings of the Governors during a period of one year, and any Governor declared bankrupt, or who is incapacitated from acting or communicates in writing to the Governors a wish to resign, shall thereupon cease to be a Governor. The respective Parish Council will be informed in order to select a new Representative Governor.

Vacancies.	7. Every vacancy in the office of Representative or Governor shall promptly be notified to the proper appointing body, or filled by the Governors, as the case requires. Any competent Governor may be re-appointed.
Casual Vacancies.	8. A Governor appointed to fill a casual vacancy shall hold office only for the unexpired term of office of the Governor in whose place he is appointed.
Management Rules.	9. The Management Rules appended to this Scheme (being the rules in accordance with which the Governors shall conduct their meetings and business) shall have effect as part of this Scheme.
Payments by Parish Councils.	10. Nothing in this Scheme shall affect the obligation of the each of the founding Parishes to make the annual payments to the Foundation specified in the Schedule to this Scheme.
Elliott Exhibition.	APPLICATION OF INCOME. 11. After payment of the expenses of administration, the Governors shall apply the income of the Foundation in the maintenance of Exhibitions, to be called Elliott Exhibitions, tenable at- (a) any University, or (b) any Institution of technical, professional, or industrial instruction (including apprenticeships), and to be awarded as nearly as possible equally between candidates in the first year of their course, resident in the Parishes of Truro, Liskeard, Lostwithiel, or Ladock, and being not more than 22 years of age on the 1 July immediately preceding the award of the Exhibition. An Exhibition shall be either- (i) a single payment, or (ii) a series of payments extending over not more than three years; If an application is made in a subsequent year, exam, assessments or mediated results may need to be provided from the previous academic year.
General conditions as to Exhibitions.	12. Within the limits fixed by this Scheme, the Exhibitions shall be freely and openly competed for, and shall be awarded for merit on the result of such examination, and under such rules and conditions as the Governors think fit. The rules may provide that it shall be a condition of the tenure of an Exhibition that the Exhibitioner shall satisfy the Governors as to the course of instruction or study under-taken and followed by them. Any Exhibition for which there is no duly qualified candidate who on examination is adjudged worthy to take it, shall not be awarded.
Deprivation.	13. The Governors reserve the right where an Exhibitioner is found, upon evidence to their satisfaction culpable of misconduct, is not achieving proficiency in studies, or ceases to pursue their education, to rescind and require the return of the grant.

GENERAL PROVISIONS.

Further endowments.	14. The Governors may receive any additional donations or endowments for the general purposes of the Foundation. They may also receive donations or endowments for any special objects connected with the Foundation not inconsistent with or calculated to impede the due working of the provisions of this Scheme. All donations or endowments shall be added to the capital endowment of the Foundation.
Alteration of Scheme.	15. If the Governors wish to alter of any portions of this Scheme, they may do so only with the resolved support of each of the founding Parish Councils.
Question under Scheme.	16. Any question as to the construction of this Scheme, or as to the regularity or the validity of any acts done or about to be done under this Scheme, shall be determined conclusively by the Lord Lieutenant's Office.
General power to make rules.	17. Within the limits prescribed by the Scheme, the Governors shall have full power to make rules for the management of the Foundation, and for the conduct of their business, including the summoning of meetings, the deposit of money at a proper bank, the transfer of funds by BACS, the custody of documents, and the appointment during their pleasure of a Clerk from the Founding Parish Councils for a specified term on rotation, or of any necessary officers at such a rate of remuneration as may be approved by the Foundation.
Dissolution of a Parish.	18. If a Parish decides to withdraw from this Foundation, it must notify the Trustees in writing at least four months in advance. Upon withdrawal: a. The withdrawing group shall cease to have any right to the assets or funds of the Charity. b. The Governors shall ensure all outstanding debts or liabilities of the withdrawing group are settled from the general funds before any further allocations are made.
Dissolution of the charity.	If the Parish would like to re-enter the foundation it must notify the Trustees in writing at least four months in advance. 19. If the Foundation decides that it is necessary or advisable to dissolve the charity, it shall call a meeting of all members, of which not less than 21 days' notice (stating the terms of the resolution to be proposed) shall be given. If the proposal is confirmed by a two-thirds majority of those present and voting, the Committee shall have the power to realise any assets held by the charity. Any property remaining after the satisfaction of any proper debts and liabilities shall be given or transferred to such other charitable institution(s) having objects similar to the objects of the charity, as the members of the charity may determine, or failing that, shall be applied for some other charitable purpose. In the event that the four participating parishes and the Lord Lieutenant unanimously agree at a General Meeting convened for the purpose, the Foundation may be wound up. Any outstanding funds should be dispersed equally to each Parish Council with a charge to dispose of same to the benefit of education in each of their parishes.

MANAGEMENT RULES.
MEETINGS AND PROCEEDINGS OF GOVERNORS.

Meetings of Governors, stated and special.	1. The Governors shall hold at least one ordinary or stated meeting in person each year, with any additional meeting operated as they see fit (virtual meetings). A special meeting may at any time be summoned by the Chairman or any two Governors upon four clear days' notice being given to the other Governors of the matters to be discussed.
Chairman.	2. The Governors shall at their first ordinary or stated meeting in each year elect one of their number to be Chairman of their meetings for the year. If the elected Chairman is absent from a meeting, those present, being quorate, shall appoint one of their number to chair the meeting.
Rescinding resolutions.	3. A resolution shall not be reversed within six months except either by a special motion, which requires written notice by at least three Governors to be given to the Clerk.
Adjournment of meetings.	4. If a meeting is not quorate, or business is not completed, it shall be adjourned, and a further meeting be convened as soon as conveniently possible. Any meeting may be adjourned by resolution.
Minutes and Accounts.	5. The Governors shall provide and keep a minute book and books of account. All proper accounts in relation to the Foundation shall in each year be made out by the Clerk to the Foundation and audited by the Responsible Financial Officer of a founding Parish Council.
Publication of accounts.	6. The Chair of Governors will provide each of the founding Parish Councils with a brief report and account each financial year (by 31 st May).
Surplus cash.	7. Any sum of cash now or at any time belonging to the Foundation and not needed as a balance for working purposes, shall be treated as capital and be invested as the Governors deem appropriate.

COPIES OF SCHEME

Supply of Scheme.	8. A copy of this Scheme shall be given to every Governor upon entry into office, and copies may be sold at a reasonable price to all persons applying for the same.
-------------------	--

Elliott Exhibition Foundation Grant Application

Purpose

Elliott Exhibition Foundation awards grants each year to students who live in the parishes of Truro, Liskeard, Lostwithiel, and Ladock who are heading to University or any Institution of technical, professional, or industrial instruction (including apprenticeships).

Eligibility

To be eligible for a grant the applicant must evidence that they fulfil all the following requirements:

- o Be heading to any University, or any Institution of technical, professional, or industrial instruction (including apprenticeships).
 - a. Be resident in the Parish of Truro, Liskeard, Lostwithiel, or Ladock. Please check on Cornwall Councils Interactive Map using the 'Government Boundaries – Parishes' layer
<https://experience.arcgis.com/experience/a3074c31108a43ada55e21e660bc043d/>
 - b. Be not more than 22 years of age on the 1 July immediately preceding the award of the Exhibition.
- o Have a bank or building society account in their name. (Grants to successful applicants will only be paid via BACS.)
- o Applications should be submitted to the Elliott Exhibition Foundation by 1st July.

Commented [AH1]: Not sure if the account will be able to pay by BACS so have highlighted all mention of it. May be cheque

Commented [AH2]: Will need confirming if this is the correct date

Conditions

- o Proof of enrolment at any University, or any Institution of technical, professional, or industrial instruction (including apprenticeships).
- o Proof that they are a resident in the Parish of Truro, Liskeard, Lostwithiel, or Ladock e.g. drivers' licence or bank statement.
- o Proof that they are not more than 22 years of age on the 1 July immediately preceding the award of the Exhibition e.g. birth certificate, passport or drivers' licence.
- o If an application is made in a subsequent year, exam, assessments or mediated results may need to be provided from the previous academic year.
- o In the event of a study not proceeding the grant should be returned to the Elliott Exhibition Foundation for redistribution.

This grant scheme may be ended at any time by the Elliott Exhibition Foundation at which point any applications not yet determined will be refused.

Awarding

The Elliott Exhibition Foundation will determine grants at a grant meeting in mid-July. Once a decision has been made you will be notified by letter, payment will be made pending confirmation of the course start, to the account details provided within three weeks.

Commented [AH3]: Is the committee going to set an amount?

Your application may be refused for one or more reasons. For example, your application does not meet the eligibility criteria, it is not complete, there is a lack of remaining funds for grants - this list is not exhaustive. It may be that you are invited to re-apply for the following amendments to your application or a request to provide further information.

All applications will be considered on their merits. Awards will be at the discretion of Elliott Exhibition Foundation Governor's and all decisions are final. There is no process of appeal. If refused you may request that the application is reconsidered at the next grants meeting.

Elliott Exhibition Foundation Grant Application

All information requested below must be carefully and clearly set out in block letters.
Responsibility for any error or omission rests with the person signing this form.

Commented [EG4]: you'll need to put in a £££ box - how much they are applying for... but this may depend on how much the Foundation decides to make available

If the applicant is under 18 the form will need to be signed by a parent or guardian

DETAILS OF APPLICANT	
Full Name of Candidate	
Date of Birth	
Email Address	
Telephone Number	
Permanent Address	
Length of Residence by Candidate in Parish	
Schools attended since the age of 5	
GCSE Results	
AS Level Results	
A Level Results (if known)	
Name of Training institution which you desire to attend	
Course details (including length of course)	
When do you intend to start the course?	
BACS DETAILS	
Bank Name	
Bank Address	
Account Number	
Sort Code	
Name on Bank Account	
Email address for remittance	
DOCUMENT PROOF	
I have included proof of the following: ☐ Proof of enrolment at any University, or any Institution of technical, professional, or industrial instruction (including apprenticeships).	

- ☐ Proof that they are a resident in the Parish of Truro, Liskeard, Lostwithiel, or Ladock e.g. driver's licence or bank statement.
- ☐ Proof that they are not more than 22 years of age on the 1 July immediately preceding the award of the Exhibition e.g. birth certificate, passport or driver's licence.

DECLARATIONS

By signing below

I declare that, to the best of my knowledge, the information given in this application form and in any enclosed supporting document is correct.

I declare that I have read the Elliott Exhibition Foundation's Grant Policy and believe to the best of my knowledge that I meet the criteria set out by the Policy.

I accept the following:

- ☐ that any false information provided, even if done so in good faith, may lead to the withdrawal of the grant offered,
- ☐ that I will provide results from the previous academic year, if requested when an application is made in a subsequent year,
- ☐ that in the event of a study not proceeding the grant should be returned to the Elliott Exhibition Foundation for redistribution.

Signed (by parent/guardian if under 18):

Name:

Date:

Please return completed form to:

By Email:

info@truro.gov.uk

with the subject **Elliott Exhibition Foundation** followed by the student's name.

By Post:

Elliott Exhibition Foundation

c/o Truro City Council

Municipal Buildings

Boscawen Street

Truro

Cornwall

TR1 2NE

Parishes Volunteering Funds

Data from [Cornwall Parish Population Estimates](#) - Civil Parish population estimates for Cornwall and Isles of Scilly 2020

Parish Name	Total Population	Age 0-4	Age 5-9	Age 10-14	Age 15-19	Age 20-24
Ladock	1,756	109	126	92	114	67
Liskeard	10,307	628	610	611	610	523
Lostwithiel	2,973	109	157	162	110	110
Truro	20,678	1,019	1,185	1,201	1,140	980

Previous donations

Parish Name	2009/2010 donation	2010/2011 donation	Equivalent donation in 2026*
Ladock	£130	£130	£206.93
Liskeard	£100	£100	£159.18
Lostwithiel	£100	£200	£318.35
Truro	£500	£500	£795.88

**Based on Bank of England Inflation calculator from 2010 to June 2026*