



**GIG
CYMRU
NHS
WALES**

Bwrdd Iechyd
Addysgu Powys
Powys Teaching
Health Board

**CHARITABLE FUNDS COMMITTEE (CFC)
(POWYS HEALTH CHARITY – REGISTERED CHARITY NO. 1057902)**

**CONFIRMED MINUTES OF THE MEETING HELD ON
20 JANUARY 2025**

MEMBERS		
Carl Cooper	CC	Chair (Committee Chair)
Rhobert Lewis	RL	Independent Member (Committee Vice Chair)
Cathie Poynton	CP	Independent Member (Trade Union)
IN ATTENDANCE		
Helen Bushell	HB	Director of Corporate Governance / Board Secretary
Pete Hopgood	PH	Deputy Chief Executive/Executive Director of Finance, Capital and Support Services
Martin O’Brien	MOB	Interim Charity Manager
Mike Jones	MJ	Audit Wales
Cathie Poynton	CP	Independent Member (Via Teams)
Sarah Pritchard	SP	Assistant Director of Finance (Accounting and Services)
Tom Richards	TR	Financial Accountant
Hayley Thomas	HT	Chief Executive
APOLOGIES FOR ABSENCE:		
Gill Howells	GH	Audit Wales
Shania Jones	SH	Charity Administrative Support Officer
Claire Madsen	CM	Executive Director of Allied Health Professions, Health Sciences and Digital

1. PRELIMINARY MATTERS
1.1 WELCOME AND APOLOGIES (CF/24/71)
CC welcomed everyone to the meeting. Apologies for absence were recorded as above and the meeting was confirmed as quorate. CC apologised for any inconvenience caused due to the late rescheduling of this meeting originally arranged for 10 January 2025 because of urgent Board business.
1.2 DECLARATIONS OF INTEREST (CF/24/72)
No declarations of interests were received in addition to those already recorded on the register.
2. CONSENT AGENDA (CF/24/73)

There were no items on the Consent agenda for this meeting.

3. ITEMS FOR APPROVAL/RATIFICATION/DECISION

3.1 CHARITY ANNUAL ACCOUNTS AND REPORT 2023/24 (CF/24/74)

PH presented the Charitable Funds Accounts 2023/24 noting an annual income of £280k, an annual spend of £369k. Investments totalled £3.8m and the Charitable Fund had a total value of £4.4m. Thanks were expressed to TR and SP who had prepared the accounts.

HB echoed the thanks expressed to the Finance Team and thanked Charitable Funds Team for the work undertaken over the year.

Independent Members asked the following questions for assurance:

Are the administrative costs incurred appropriate in relation to charitable funds?

SP advised that the Welsh Finance Leads Peer Group had examined charitable funds across Wales and the costs incurred for administration in the Powys Charity of approximately 2% was not an outlier in this piece of work. The benchmarking data will be brought to the next meeting of Charitable Funds Committee.

Action: Executive Director of Finance, Capital and Support Services

It was noted there was a need for realism as administration was required to facilitate the work of the Charity, although further focus was needed on the strategic priorities for the Charity.

HT noted the progress that had been made since a decision was made to strengthen support for the Charity.

MJ presented the Audit Plan which had identified one significant risk in relation to management override. This was confirmed as a standard risk.

MJ presented the ISA260 which records that the Auditor General intends to sign the accounts on 30 January 2025 with an unqualified opinion. Materiality levels were confirmed at £92k with some sensitive items being at a lower level. No misstatements remain uncorrected and there are no significant issues to draw to the attention of the Trustees.

SP expressed thanks to GH for the professional approach and good relationships during the audit of the accounts.

MJ welcomed the good relationships where challenging conversations can be had.

The Committee:

- **RECEIVED** the Charitable Funds Annual Report and Accounts for the period to 31 March 2024
- **RECEIVED** the Audit of Accounts report (ISA260) from Audit Wales, and

- **RECOMMENDED**, as the corporate trustee, approval of the Annual Report and Accounts to the PTHB Board

3.2. CONSIDERATION OF RECOMMENDATION TO THE BOARD OF THE ANNUAL ACCOUNTS AND REPORT 2023/24 (CF/24/75)

HB advised that the recommendation to the Board for approval of the Charitable Funds Annual Accounts and Report would be prepared for submission by the Chair of the Committee.

4. ESCALATED ITEMS (CF/24/76)

There were no escalated items.

5. ITEMS FOR INFORMATION/ASSURANCE (CF/24/77)

There were no items for information.

6. ITEMS FOR DISCUSSION (CF/24/78)

There were no items for discussion.

7. CONSENT AGENDA(CF/24/79)

No items were raised.

8. OTHER MATTERS

8.1. ANY OTHER BUSINESS (CF/24/80)

No other urgent business was raised.

8.3. DATE OF NEXT MEETING

17 March 2025 at 10:00.