

**CYFARFOD BWRDD IECHYD PRIFYSGOLN  
ANEURIN BEVAN**

**MINUTES OF ANEURIN BEVAN UNIVERSITY  
HEALTH BOARD MEETING**

**MINUTES OF CHARITABLE FUNDS COMMITTEE MEETING**

<b>DATE OF MEETING</b>	04 June 2025 09.30-12.30
<b>VENUE</b>	Microsoft Teams

<b>PRESENT</b>	Paul Deneen, Committee Chair, Independent Member
	Neil Patrick, Committee Vice Chair, Independent Member
	Richard Clark, Independent Member
	Robert Holcombe, Director of Finance and Procurement
	Nicola Prygodzicz, Chief Executive (Joined at 11.00)
<b>IN ATTENDANCE</b>	Robert Jones, Assistant Finance Director
	Alison Griffiths, Charitable Funds, PPM Manager
	Susan Gauntlett, Assistant Head of Financial Accounting
	Gareth Lewis, Head of Financial Services and Accounting
	Rani Dash, Director of Corporate Governance
	Naomi Murtagh, Board Business Manager
	Julie Rees, Audit Wales
	Paul Edwards, Consultant Surgeon
	Nicola Hardwicke, Senior Orthopaedic Practitioner
	Gillian Watkins, Department Manager
	Gavin Thomas, Governance Support Officer (Secretariat)
	Thomas Jaynes, Governance Support Officer, (Observing)

<b>CFC/0604/01</b>	<b>Welcome and Introductions</b> Paul Deneen, (PD) Committee Chair, welcomed everyone to the meeting.
<b>CFC/0604/02</b>	<b>Apologies for Absence</b> Paul Deneen, (PD) Committee Chair noted that there were no apologies received for this meeting.
<b>CFC/0604/03</b>	<b>Declarations of Interest</b> There were no declarations of interest raised to record.
<b>CFC/0604/04</b>	<b>Draft Minutes of the last Meeting held on 7<sup>th</sup> March 2025</b>



	<p>The previous minutes were received and were <b>AGREED</b> as a true and accurate record.</p>
<p><b>CFC/0604/05</b></p>	<p><b>Committee Action Log</b></p> <p>The Committee received the action log and were content with the progress made in relation to completed actions, noting that there were no outstanding actions.</p>
<p><b>CFC/0604/06</b></p>	<p><b>Development of Committee Annual Programme of Business 2025/26</b></p> <p>Rani Dash (RD), Director of Corporate Governance, presented the Annual Programme of Business for 2025/26.</p> <p>The committee <b>APPROVED</b> the workplan for 2025/26.</p>
<p><b>CFC/0604/07</b></p>	<p><b>Finance and Performance Report</b></p> <p>Susan Gauntlett (SG), Assistant Head of Financial Accounting, provided the Committee with a financial update and the following key issues were noted from within the report:</p> <ul style="list-style-type: none"> <li>• Annual expenditure was 11% higher than in 2023/24.</li> <li>• Annual expenditure as a % of fund balances was significantly higher than in previous years.</li> <li>• Since 2022/23, both the total number of funds and number of static funds had decreased.</li> <li>• At 31<sup>st</sup> March 2025 the CCLA investment reflected an unrealised loss of £158k.</li> </ul> <p>SG explained that income for the year totals £807K. This was £69K lower than the same period in 2023/24, mainly due to a reduction in donations, legacies and investment income offset by increases in grants and other income. In addition, SG explained that during the year 2 new legacies were received, one for Paediatrics Crohn’s Disease and one for the Royal Gwent Medical Day Unit, and in addition there was 1 residual legacy, making a total of £10,000 in legacy donations.</p> <p>The Committee noted that total donations for 2024/25</p>



totalled £168,000 which was a reduction of £69,000 when compared to 2023/24 financial year.

SG further explained that expenditure for the year totalled £139K which by comparison to the same period in 2023/24 was £137,000 higher. The committee noted that the Charitable Funds Administration Charge at £166K was the largest single item of expenditure, in addition staffing costs totalling £313K in relation to grant funded projects and other schemes remained significant.

SG confirmed to the committee that there were no overdrawn accounts as of 31<sup>st</sup> March 2025.

SG advised that in terms of Gains / Losses on Investment Assets, as of 31<sup>st</sup> March 2025, the CCLA Investment presented an unrealised loss of £158K against the 2023/24 year-end value. In addition, the valuation for 13 Clytha Square had been reduced, which reflected the current market value and a reduction in that held of £63K. This reflected the sale price of the property achieved at auction in April 2025.

SG advised that the overall position for the period was a decrease in funds of £808K. Excluding investment losses there would be an underlying decrease of £587K, reflecting the fact that expenditure has significantly exceeded income this year.

Neil Patrick (NP) Independent Member, suggested that it would be beneficial to consider appointing someone who could help with promoting the charity and the benefits which it had brought to patients and the wider Health Board.

PD requested this as an agenda item at the next meeting and asked Robert Holcombe (RH), Director of Finance and Procurement (RH), to develop an options appraisal, which RH would provide an update to the committee at a later date.

### **Action: Director of Finance and Procurement**

In addition, the Committee felt that it would be useful to have some benchmarking data from other Health Boards in order to compare with their arrangements for charity management.



	<p><b>Action: Director of Finance and Procurement</b></p> <p>The committee <b>NOTED</b> the report.</p>
<p><b>CFC/0604/08</b></p>	<p><b>Funds Available to the Committee</b></p> <p>Gareth Lewis (GL), Head of Financial Services and Accounting, provided the committee with an update on the funds available.</p> <p>The Committee noted that payments totalling £18.4k relating to 13 Clytha Square have been charged against the committee’s general fund but would be recovered from the sale. In addition to this the committee noted that there was an additional £3.6k charged for securing the empty property pending sale.</p> <p>The Committee further noted that following the closure of the Royal Gwent Hospital League of Friends Charity, their remaining balance of £17k has been paid into the Committee’s general fund. In addition to this, there is a legacy of £5.6k left to the League which is available to the committee for use at Royal Gwent Hospital.</p> <p>The Committee noted that as of 1<sup>st</sup> April 2025, the Committee had further expenditure commitments totalling £57k. With the transfer of £184k of the Dividends and Interest from 2024/25, as agreed at the last committee meeting, this would leave the Committee with a balance of £159k.</p> <p>The Committee further noted that based on the current surplus of £159k, no further release of reserves was requested.</p> <p>PD thanked GL for the report and the Committee <b>noted</b> the contents.</p>
<p><b>CFC/0604/09</b></p>	<p><b>Consideration of Bids / Small Grants</b></p> <p>Gareth Lewis (GL), Head of Financial Services &amp; Accounting, provided the Committee with an overview of the requests that had been received for funding by the Charitable Funds Committee via their Small Grants Scheme as well as more substantial requests for approval.</p>



The Committee considered the following bids: CFC-270 Cardiology Impella Equipment £41k for ratification. CFC-271 Thyroid Gently Study £40k for ratification.

The Committee noted that CFC-270 had previously been to Committee in March 2025 and was approved in principle, but as the bid was over £20K, it has come back to Committee for further examination.

### **The Committee approved both CFC-270 and CFC-271**

The Committee received 2 bids for designated funds:

SGS 272 - purchase of the pintuition system - £66k.

SGS 273 additional myeloma clinical nurse specialist - £59k.

The Committee **approved both** of the Bids for the designated funds.

The Committee received 4 small grant scheme applications and 5 significant bids:

SGS 023 – £5k to support overall cost of work £22k.

SGS 024 – £7.5k to support the Finance and Procurement Conference.

SGS 025 – £4.5K to support the MHLD Conference.

SGS 026 – £4.7k to support development of an inclusive and accessible Community of Practice (CoP) for People’s Experience across ABUHB.

The Committee noted that in respect of the significant bids, each of them contained costs which span multiple financial years.

The Committee received the following significant bids:

CFC 275 - £139k

CFC 276 - £213k Over a 2-year period

CFC 277 - £104K Over a 2-year (3FY) period

CFC 278 – £151K Over a 2 – year period

The Committee noted that the current value of bids exceeds what was available to spend. The Committee



	<p>noted that the sale proceeds from Clytha Square had not yet been added.</p> <p>PD explained that the Committee could approve the bids today with a stipulation that it's for 12 months only, NP agreed with PD.</p> <p>The Committee <b>APPROVED</b> the bids with a stipulation that where the bid was for more than 12 months, the Committee was supportive in principle but would need to review at the end of the first 12 months.</p>
<p><b>CFC/0604/10</b></p>	<p><b>Legislation Changes</b></p> <p>Robert Jones, (RJ), Assistant Finance Director, provided the Committee with an update on the legislation changes, advising that there was a consultation into reviewing financial thresholds in charity law but confirmed that the Health Board was not responding to the consultation as the Health Board was content with the suggested changes to the legislation.</p> <p>The Committee noted that any changes to the legislation would come into effect at the end of March 2027.</p> <p>PD asked for information to be provided to him on the proposed legislation.</p> <p><b>Action: Assistant Finance Director</b></p>
<p><b>CFC/0604/11</b></p>	<p><b>Update on Property Matters</b></p> <p>Robert Jones (RJ), Assistant Finance Director, provided the Committee with an update on the Clytha Square property, advising the property had now been sold and the proceeds from the sale were awaited.</p> <p>MR advised that once the proceeds were received and all fees and charges had been paid, we should have somewhere in the region of £160k added to the fund.</p> <p>The committee <b>NOTED</b> the sale of the property.</p>
<p><b>CFC/0604/12</b></p>	<p><b>Level of Reserves</b></p> <p>Robert Jones, (RJ), Assistant Finance Director presented the report to the Committee and the following key points were noted.</p>



The anticipated reserve was £385k and the sale of Clytha Square will provide an additional figure of £160k after all legal fees and charges had been paid.

In terms of designated funds, the balance as of 31<sup>st</sup> March 2025 was currently circa £3m. To release £500k to the general-purpose fund would require a release of 16% across all funds and where this had been discussed with fund holders, a variety of feedback had been received.

RJ explained that we would need to apply one or more of the options identified within the report to support the bids received as part of item 2.4.

The Committee **NOTED** the contents of the report.

**CFC/0604/13**

**Attendance of Current CFC Fund Holders for Slow Moving Funds**

Gareth Lewis (GL), Head of Financial Services & Accounting, provided background to the Committee on the two funds which are slow moving in nature.

PD welcomed Nicola Hardwicke (NH), Senior Orthopaedic Practitioner and Gillian Watkins (GW), Department Manager to the Committee.

NH explained that she runs the RGH Casting Techniques Course which is the only course in the UK and had been running for 23 years. NH further explained that owing to the success of the course, it is offered to people outside of the Health Board and if attendees are from outside, they pay the course fee of £2800 in order to attend.

NH explained that the high balance of the fund currently is a testament to the success of the course. In addition, NH stated that she was looking for an alternative venue to hold the course as well as undertaking succession planning.

Nicola Prygodzicz, (NP) Chief Executive, noted that she would be keen to see this course continue and grow. PD supported ND's comments.

The Committee **NOTED** the update.

Paul Edwards, (PE) Consultant Surgeon, was welcomed to the Committee and updated on the Ken Shute fund. PE



explained that one of his colleagues had identified an AI algorithm to help with the diagnosis of ovarian cancer and it was ready to be tested in the real world and live cases.

PE explained that there is currently £20k in the Ken Shute Fund which he would like to utilise to put towards this research.

NP asked if there was any intellectual property (IP) value and the Committee noted that there was currently no IP NHS Wales policy.

The committee further noted that PE had made submissions to NHIR and other organisations in a bid to move this research forward.

The committee agreed that it was worth PE discussing this further with NP and RH outside of this meeting.

**Action: Robert Holcombe (RH), Director of Finance and Procurement**

The Committee **APPROVED** the release of the £20k from the Ken Shute fund.

The Committee noted that this item would return to the Committee for an update in September.

**Action: Governance Support Officer**

**CFC/0604/14**

### **Audit Plan 2024/25 Update**

Julie Rees, (JR) Audit Wales, was welcomed to the meeting to update on the plan for Audit 2024/25. The Committee noted that there was a planning meeting held in April with a timetable for the audits presented and agreed.

JR advised that in addition to the usual audits taking place, there would also be audits undertaken in respect of deferred income, risk management override and the property sale in respect of 13 Clytha Square.

The Committee further noted that Matthew Argyle would be taking over from JR.

The Committee **NOTED** the update.



<b>CFC/0604/15</b>	<p><b>Annual Review of Committee Terms of Reference 2025/26</b></p> <p>The Committee received the Terms of Reference for 2025/26 and these were <b>APPROVED</b>.</p>
<b>CFC/0604/16</b>	<p><b>Committee Annual Report 2024/25</b></p> <p>The Committee received the Annual Report for 2025/26 and the report was <b>NOTED</b> and <b>APPROVED</b>.</p>
<b>CFC/0604/17</b>	<p><b>Items to be Brought to the Attention of the Board and Other Committees</b></p> <p>The following items were agreed to be brought to the attention of the Board and other Committees.</p> <ul style="list-style-type: none"> <li>• The number of new bids which were being received which were of an Innovative nature.</li> <li>• Income and marketing and how best to utilise the funds.</li> </ul>
<b>CFC/0604/18</b>	<p><b>Any Other Urgent Business</b></p> <p>There was one item of any other urgent business to be discussed namely, Repayment of Grant Funding to NHS Charities Together which Gareth Lewis (GL), Head of Financial Services &amp; Accounting presented.</p> <p>GL explained to the Committee that the funds were to be used to employ a part time Grants Income Officer for 22.5 hours a week on a band 6 for a fixed term contract of 12 months (from July 23 to July 24) working in the Person-Centred Care Team with additional costs for a laptop and expenses etc. Their role was to develop and implement a policy for identifying and applying for external grants so that all staff across the Health Board could follow the system.</p> <p>GL explained that owing to a number of factors, the role was not appointed to and as a result of the agreement applied to the Development Grant the money would need to be repaid to NHS Charities Together.</p> <p>PD thanked GL for his report and noted that whilst it was unfortunate and disappointing to have to repay the money,</p>



	<p>the lessons learnt from the recruitment will provide an opportunity.</p> <p>The committee <b>APPROVED</b> the repayment. As this was the last meeting to be attended by Susan Gauntlett, Assistant Head of Financial Accounting, the Chair took the opportunity to thank her for her excellent service particularly to the Charitable Funds Committee. She was wished a very happy retirement.</p>
<b>CFC/0604/5.3</b>	<b>Date of the Next Meeting</b> Tuesday 30 <sup>th</sup> September 2025.