

**MINUTES OF THE EXTRAORDINARY CHARITABLE FUNDS COMMITTEE (CFC)
TUESDAY 27th JANUARY 2026 AT 15:00PM**

MEMBERS:	
Sara Moseley	Chair
Hilary Jones	Independent Member
John Union	Independent Member
Carl James	Chief Executive Officer (Interim)
Matthew Bunce	Executive Director of Finance
IN ATTENDANCE:	
Anne Carey	Chief Operating Officer
Non Gwilym	Interim Director of Corporate Governance
Steve Coliandris	Deputy Director of Finance
Claire Bowden	Head of Financial Planning & Reporting
Olivia Angilly	Senior Finance Business & Reporting Partner
Jon Ellis	Head of Communications
Lucesca Walters	Donor Development Manager, Charity Fundraising
David Cogan	Cardiff and Vale UHB – Patient Representative
Lyndsey Peddle	Cardiff and Vale UHB – Operational Manager
Niké Hooper-Collins	Committee Secretariat
BY INVITATION:	
Steve Wyndham	Audit Manager, Audit Wales
Caitlin Davies	General Management Graduate
1.0.0	STANDARD BUSINESS Led by Sara Moseley, Chair
1.1.0	Apologies Led by Sara Moseley, Chair Apologies were noted from: <ul style="list-style-type: none"> • Lindsay Foyster, Independent Member & Vice Chair • Nicola Williams, Director of Nursing, AHP's & Healthcare Scientists • Rachel Henessey, Head of Planning, Performance, and Support Service/Deputy Direct
1.2.0	In Attendance Led by Sara Moseley, Chair The Chair welcomed those in attendance, led a round of introductions and explained that the Committee will be joined by: <ul style="list-style-type: none"> • Steve Wynham from Audit Wales, who will be presenting the Annual Financial Accounts Audit; and • Caitlin Davies, General Management Graduate Trainee, as an observer.

1.3.0	<p>Declarations of Interest Led by Sara Moseley, Chair</p> <p>No declarations were received.</p>	
2.0.0	<p>AUDIT & ANNUAL REPORT Led by Non Gwilym, Director of Corporate Governance (Interim)</p>	
2.1.0	<p>Charitable Funds (Trustee) Annual Report & Annual Accounts Led by Non Gwilym, Director of Corporate Governance (Interim)</p> <p>The report was designed to be accessible and engaging, incorporating patient and public impact stories to illustrate the Charity’s work and the difference made by donations.</p> <p>It was developed collaboratively, with input from the Patient and Care Partnership Board, whose feedback influenced the content and presentation style.</p> <p>The report was recognised by Committee members as the best reflection of the Charity’s activities in recent years, highlighting achievements and the impact on patients, families, and donors.</p> <p>The report documents the Charity’s success in raising approximately £5 million, despite broader challenges, and emphasises the importance of stewardship and public confidence in the use of funds.</p> <p>Non Gwilym expressed thanks to everyone involved for their support in producing the report and clarified that the Committee is responsible for approving the report. It will then be presented to the Trust Board on the 29th January for noting and assured that all subsequent steps for submission would be handled in a timely manner.</p> <p>Lucesca Walters credited David Cogan and Lindsey Peddle and their team for influencing the Charity’s communications, noting that feedback from the Patient and Care Partnership Board shaped the content and approach of the annual report, social media, literature, and website.</p> <p>The Chair and Committee members thanked all those involved in the preparation of the report and also showed gratitude to the Charity team for their hard work throughout the year and acknowledged the impact of their activities and achievements.</p> <p>The Committee REVIEWED and APPROVED the Annual Report for 2024-25; and</p>	
2.2.0	<p>Annual Financial Accounts Audit - ISA 260 Report Led by Steve Wyndham, Audit Manager, Audit Wales</p> <p>The Committee received the update below:</p> <ul style="list-style-type: none"> • Audit Wales completed the audit and will issue an unqualified opinion, indicating the best possible outcome for the accounts. • No significant matters, control weaknesses, or issues regarding the quality or nature of the accounts were identified. 	

	<ul style="list-style-type: none"> • There are no recommendations from this year’s audit, which is noted as the first time this has occurred, reflecting improvements and smooth co-operation with the Trust. • No uncorrected misstatements were found; all adjustments made were mainly classification or disclosure-related, with a net positive impact of £11,000 on the overall fund. • The accounts are set for approval and certification before the Charity Commission deadline, with all necessary documentation to be submitted electronically. <p>Steve Wyndham expressed appreciation for the support and engagement from Trust officers, noting the positive working relationship and improvements made since previous audits.</p> <p>The Committee REVIEWED and APPROVED the Audit Wales Report which provides an opinion of the financial statements for 2024 -25.</p>	
2.3.0	<p>Charitable Funds (Trustee) Annual Report & Annual Accounts and Letter of Representation – Signature of Approval</p> <p>The Committee duly AUTHORISED the members below to sign the Annual Report and the Accounts contained within the Annual Report:</p> <ul style="list-style-type: none"> • Sara Moseley, Chair • Carl James, Interim Chief Executive Officer • Matthew Bunce, Executive Director of Finance 	
3.0.0	ANY OTHER BUSINESS	
	There was no other business.	
4.0.0	DATE AND TIME OF NEXT MEETING	
	Tuesday, 10 th March 2026 at 10:00am	
5.0.0	CLOSE	
	<p>The Committee was asked to adopt the following resolution: That representatives of the press and other members of the public be excluded from the remainder of this meeting having regard to the confidential nature of the business to be transacted, publicity on which would be prejudicial to the public interest in accordance with Section 1(2) Public Bodies (Admission to Meetings) Act 1960 (c.67).</p>	