

WELSH AMBULANCE SERVICES NHS TRUST

MINUTES OF THE MEETING OF THE CHARITABLE FUNDS COMMITTEE HELD ON THURSDAY 5 SEPTEMBER 2013 VIA VIDEOCONFERENCING FROM TRUST HEADQUARTERS, ST ASAPH AND VANTAGE POINT HOUSE, CWMBRAN

PRESENT :

Mr D Evans	Non Executive Director and Chair
Mr P Price	Non Executive Director
Mrs P Roseblade	Director of Finance and ICT

IN ATTENDANCE:

Mrs K Charters	Staffside Representative (UNISON)
Mr J Collins	Regional Finance Manager, South East
Mr A Dobbinson	Staffside Representative (GMB)
Mr M Evans	Regional Finance Manager, North
Mrs J Gill	Financial Accountant
Mrs D Sharp	Corporate Secretary

APOLOGIES:

Mrs J Hardisty	Director of Workforce and OD
Mr J Jones	Corporate Accountant
Mr D Turner	Staffside Representative (UNISON)

1/13 PROCEDURAL MATTERS

RESOLVED: That

(1) it be noted that no declarations were made under the Code of Conduct;

(2) the minutes of the meeting of the Committee held on 27 September 2012 be confirmed as a correct record; and

(3) it be noted that the Committee's terms of reference will be reviewed at the next meeting which was to be arranged over the winter period to take forward discussions relating to the proposed bursary scheme and future guidelines regarding expenditure, governance structure and arrangements in relation to charitable funds.

2/13 ANNUAL REPORT AND ACCOUNTS 2012/13

The final audited accounts together with the annual report were presented subject to minor adjustments to be undertaken prior to

presentation to the Board.

RESOLVED: That

(1) the Board be recommended to approve the Trust Charity Annual Report and Accounts for 2012/13 at its meeting on 26 September 2013 prior to submission to the Charity Commission by the prescribed deadline of 31 January 2014; and

(2) the report on the audit of financial statements be received and accordingly the Letters of Representation be signed.

3/13 AUDIT OF FINANCIAL STATEMENTS REPORT – WELSH AMBULANCE SERVICES NHS TRUST CHARITY

RESOLVED: That the report be accepted and be presented to the Trust Board with the accounts.

4/13 2013/14 CHARITABLE FUND SUMMARY OF INCOME AND EXPENDITURE ACCOUNT FOR THE THREE MONTHS FROM OF 1 APRIL TO 30 JUNE 2013

RESOLVED: That the income and expenditure account for the three months from 1 April to 30 June 2013 be received.

5/13 NORTH REGION CHARITABLE FUNDS ADVISORY GROUP

The minutes of the meeting of the Advisory Group held on 21 December 2012 were made available to the Committee for comment. No further meetings of the Group had been held since that date. The balances in the fund as at 30 June 2013 were confirmed.

RESOLVED: That the update of the Regional Advisory Group activities and balances as at 30 June 2013 be noted.

6/13 CENTRAL AND WEST CHARITABLE FUNDS ADVISORY GROUP

No regional meetings of the Advisory Group had taken place since the last Committee meeting. The balances in the fund as at 30 June 2013 were confirmed following the approval of expenditure requests totalling £13,000.

RESOLVED: That the balances be noted.

7/13 SOUTH EAST CHARITABLE FUNDS ADVISORY GROUP

There had been no meeting of the Regional Advisory Group since the last Committee meeting. The balances in the fund as at 30 June 2013 were confirmed.

RESOLVED: That the position be noted.