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Ymddiriedolaeth Brifysgol GIG
Gwasanaethau Ambiwylans Cymru
Welsh Ambulance Services
University NHS Trust

**MINUTES OF THE OPEN SESSION OF THE CORPORATE TRUSTEE OF THE WELSH
AMBULANCE SERVICES UNIVERSITY NHS TRUST CHARITY HELD ON
THURSDAY 27 NOVEMBER 2025 AT CARDIFF MRD AND VIA TEAMS**

Meeting started at 14:00

MEMBERS PRESENT:

Colin Dennis	Chair of Corporate Trustee
Rhiannon Beaumont-Wood	Non-Executive Director
Jayne Beeslee	Non-Executive Director
Peter Curran	Non-Executive Director
Bethan Evans	Non-Executive Director (Via Teams)
Professor Hayley Hutchings	Non-Executive Director
Estelle Hitchon	Director of Partnerships and Engagement
Angie Lewis	Director of Culture Change
Rachel Marsh	Executive Director of Strategy, Planning and Performance
Trish Mills	Director of Corporate Governance/Board Secretary
Hugh Parry	Trade Union Partner
Ed Roberts	Acting Director of Finance and Corporate Resources
Liz Rogers	Deputy Director of People and Culture
Jonny Sammut	Director of Digital Services
Andy Swinburn	Executive Director of Paramedicine
Damon Turner	Trade Union Partner
Liam Williams	Executive Director of Quality & Nursing

IN ATTENDANCE:

Sarah Harland	Corporate Governance Officer
David Hopkins	Head of Charity
Steve Owen	Corporate Governance Officer (Via Teams)

APOLOGIES:

Lee Brooks	Executive Director of Operations
Carl Kneeshaw	Director of People
Ceri Jackson	Non-Executive Director and Interim Vice Chair
Hannah Rowan	Non-Executive Director
Chris Turley	Executive Director of Finance & Corporate Resources

1. WELCOME, APOLOGIES AND CONFIRMATION OF QUORUM

- 1.1 The Chair extended a warm welcome to the Corporate Trustee members and noted the apologies from Lee Brooks, Carl Kneeshaw, Ceri Jackson, Hannah Rowan and Chris Turley.

The Corporate Trustee:

Noted the apologies of Lee Brooks, Carl Kneeshaw, Ceri Jackson, Hannah Rowan and Chris Turley.

2. DECLARATIONS OF INTEREST

- 2.1 No new declarations of interests were declared.

3 MINUTES OF THE LAST MEETING

- 3.1 The minutes from the meeting held on 31 July 2025 were agreed and confirmed as an accurate record of the meeting.

The Corporate Trustee:

Approved the minutes from the meeting held on 31 July 2025 which were confirmed as an accurate record.

4. ACTION LOG

- 4.1 There were no open actions.

5. CHARITY COMMISSION: REGISTER OF CHARITIES

- 5.1 David Hopkins introduced the report stating that as part of the Charity's Delivery Plan, it was agreed that the entry on the Charity Commission's Register should be reviewed as part of a charity governance review. It was a legal requirement to ensure that the Register of Charities was kept up to date.
- 5.2 Two proposed changes were recommended which are separate from the legal objectives, and required the approval of Corporate Trustee:
- a. The addition of two new "working names" for the charity, when the official name of the Charity was not used in full.
 - b. The amendment of the Charity's activities description on the Register of Charities, to better reflect its Strategic Objectives.
- 5.3 The Corporate Trustee recognised that the proposed new activities description shall be: *The Welsh Ambulance Service Charity supports the services provided by the Welsh Ambulance Services University NHS Trust, enhancing what is possible through statutory funding. The Charity funds projects that benefit patients and their families throughout Wales, as well as projects that support the wellbeing and development of WAST staff and volunteers.* The Chair advised that these changes would benefit patients, staff and volunteers.

The Corporate Trustee:

1. **Approved the Charity's proposed changes to its activity description;**
2. **Approved the formal adoption of two new working names for the Charity;**
 - a. **Welsh Ambulance Service Charity**
 - b. **Elusen Gwasanaeth Ambiwylans Cymru**
3. **Received assurance that the proposed working names provided a shorter and more practical alternative to the Charity's official name, and will support the Charity's visual identity, marketing and communications.**

6. CHARITY COMMITTEE AAA, 02 OCTOBER 2025

- 6.1 Peter Curran, the Chair of the Charity Committee, informed the Corporate Trustee that a fundraising officer has been recruited to, and he also commended the Fundraising Plan for its clear articulation of income sources. The Committee had also acknowledged the proposed timeline for achieving the targets within the plan.
- 6.2 Estelle Hitchon reported that the annual report was currently under development and, once finalised, will offer a comprehensive overview of the Charity's progress over the past 12 to 18 months. Estelle acknowledged the current challenge of meeting income targets given the prevailing financial circumstances.
- 6.3 Rhiannon Beaumont-Wood requested confirmation from the Charity Commission regarding the existence of a defined process for reporting incidents. David Hopkins responded that the draft charitable funds policy included a dedicated section outlining the procedures for reporting serious incidents.

The Corporate Trustee:

Noted and received assurance from the AAA from 02 October 2025.

7. 03 JULY 2025 CHARITY COMMITTEE MINUTES

- 7.1 The Minutes of the Charity Committee from 03 July 2025 were received.

The Corporate Trustee:

Received the minutes of the Charity Committee dated 03 July 2025.

8. REFLECTIONS AND SUMMARY OF DECISIONS/ACTION

- 8.1 There were none.

9. ANY OTHER BUSINESS

- 9.1 There was none.

10. DATE AND TIME OF THE NEXT MEETING

- 10.1 The date of the next meeting is 29 January 2026.

Meeting closed at: 14.15