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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 30 JANUARY 2025 IN CARDIFF AMBULANCE STATION AND
VIA TEAMS**

Meeting started at 09:30

MEMBERS PRESENT:

Colin Dennis	Chair of Corporate Trustee
Jason Killens	Chief Executive
Jayne Beeslee	Non-Executive Director
Lee Brooks	Executive Director of Operations
Peter Curran	Non-Executive Director
Bethan Evans	Non-Executive Director (Joined at Item 04/25)
Professor Hayley Hutchings	Non-Executive Director
Ceri Jackson	Non-Executive Director and Interim Vice Chair
Rachel Marsh	Executive Director of Strategy, Planning & Performance
Chris Turley	Executive Director of Finance & Corporate Resources
Andy Swinburn	Executive Director of Paramedicine (Via Teams)
Liam Williams	Executive Director of Quality & Nursing

IN ATTENDANCE:

Estelle Hitchon	Director of Partnerships and Engagement
David Hopkins	Head of Charity
Carl Kneeshaw	Director of People
Angela Lewis	Director of Culture Change
Trish Mills	Director of Corporate Governance/Board Secretary
Steve Owen	Corporate Governance Officer (Via Teams)
Hugh Parry	Trade Union Partner
Alex Payne	Corporate Governance Manager
Jessica Price	Head of Financial Accounting (Via Teams)
Jonny Sammut	Director of Digital Services

APOLOGIES:

Rhiannon Beaumont-Wood	Non-Executive Director
Hannah Rowan	Non-Executive Director
Damon Turner	Trade Union Partner

01/25 Welcome, Apologies and Minutes

- 01.01 Apologies were recorded for Rhiannon Beaumont-Wood, Hannah Rowan and Damon Turner.
- 01.02 The minutes of the meeting held on 29 November 2024 were agreed and confirmed as a correct record.

RESOLVED: The

- (1) Minutes of the meeting held on 29 November 2024 were presented and agreed as a formal record.**
- (2) Apologies of Rhiannon Beaumont-Wood, Hannah Rowan and Damon Turner were recorded.**

02/25 Declarations of Interest

- 02.01 There were no declarations of interest above those already recorded in the Trust's Register of Interests for the members of the Trust Board for the Welsh Ambulance Services University NHS Trust.

RESOLVED: The Declarations of Interest as recorded on the Trust's Register of Interest was noted.

03/25 CHARITY ANNUAL REPORT AND ACCOUNTS 2023/24 AND AUDIT WALES INDEPENDENT EXAMINATION REPORT

- 03.01 Chris Turley presented the Charity Accounts and the Charity Annual Report for the year 2023/24.
- 03.02 During the year income exceeded expenditure by c£517k. This now included full recognition of all applicable grant income in year, with gains on investments recorded of c£31k.
- 03.03 Fund balances on 31 March 2024 amounted to c£947k. These balances included restricted funds amounting to c£544k.
- 03.04 The financial accounts for the 2023-2024 year contained the need to recognise income from grants which spanned more than one financial year. This was the first year with a material value in this area, compared to a smaller element in the previous year. Despite this, it did not affect the thresholds or values in the accounts to the extent that would require more than an independent examination

- 03.05 The Charity Accounts and Charity Annual Report for 2023-24 were presented at the Charity Committee on 14 January 2025 and were endorsed for Corporate Trustee approval.
- 03.06 Audit Wales have undertaken an Independent Examination of these documents and had no significant findings to report. This was confirmed to the Charity Committee on 14 January 2025 via their outcome report.
- 03.07 Peter Curran recognised that the Corporate Trustee needs to formally approve the charity as a 'going concern' for at least the next 12 months; Chris Turley advised the Corporate Trustee would need to confirm this position and that his recommendation was that the charity would remain a going concern.
- 03.08 Estelle Hitchon asked for a note of thanks to be recorded to Alex Payne in the Corporate Governance Team and the Head of Charity, David Hopkins for their work on the production of the Annual Report.

RESOLVED: The Corporate Trustee approved the WAST Charity Annual Report and Accounts for 2023/24 and that the Trustee confirmed their assessment of the Charity's financial situation as a going concern, prior to submission to the Charity Commission by the prescribed deadline of 31 January 2025.

04/25 CHARITY COMMITTEE AAA – 14 JANUARY 2025

- 04.01 Ceri Jackson presented the Charity Committee meeting AAA report from the 14 January 2025 meeting. She advised the Trustees of the following.
- 04.02 The Committee held a discussion on the theory of change to drive the direction of travel of the charity's strategy.
- 04.03 The teams were commended on the preparation of the accounts and the annual report which were clear and provided an excellent overview of the significant work of the charity this year.
- 04.04 An update was provided on achievements in the first 100 days for the Head of Charity and members commended the excellent progress, including the new visual identify for the charity and focused fundraising.
- 04.05 The Committee's annual effectiveness review was held, with a revised approach taken across all committees. A discussion was held to consider what changes and improvements could be made to the Committee's operations.
- 04.06 Estelle Hitchon advised that this had been last meeting for Ceri Jackson as Chair of the Committee. She thanked Ceri for her contributions as outgoing Chair and to the development of the charity.

RESOLVED: The update was noted.

05/25 CHARITY COMMITTEE MINUTES – 8 OCTOBER 2024

05.01 The Minutes of the Charity Committee from 8 October 2024 were received.

RESOLVED:

The Minutes of the Charity Committee dated 8 October 2024 were received.

06/25 ANY OTHER BUSINESS

Following a query by the Chair regarding the proportion of Restricted Funds on the balance sheet, David Hopkins updated the Corporate Trustee as follows:

Advanced discussions were ongoing about the Barmouth Ambulance Station fund, which was approximately £50,000. Conversations have been led by colleagues on how to effectively spend this money for staff and patient benefits.

In terms of the Colwyn Bay Restricted Fund, the model used for the Barmouth fund was hoped to be applied to the Colwyn Bay restricted fund, which was about £150,000.

The current proposal was for the Bids Panel to develop ideas for the use of these funds, which will then be submitted to the Charity Committee for approval within the next six months.

07/25 DATE AND TIME OF THE NEXT MEETING

07.01 The date of the next meeting is 27 March 2025.

Meeting closed at: 09:42