

Charitable Funds Committee Log 2026-27

Meeting Date	Minute Ref	Agenda Item (Number & Title)	Raised by	Narrative	Type of Action	Assigned to (individual)	Supporting (additional staff members)	Due by	Update	Status	Outcome of Referral	Referral detail
17.03.26	15/26	Circulation of Key Charity Event Dates and Update on Head of Charity Recruitment	Local Authority IM (Nicola Mathews)	NM welcomed the presentation and the forward planning demonstrated. She requested that key event dates be circulated to Independent Members to assist with diary planning. She also sought an update on recruitment to the Head of Charity role.	Action	Director of Insight, Communications and Engagement (RT)		Jun-26	Slides circulated to members on 14 April 2026; awaiting update on Head of Charity recruitment.	Underway (with update)		
17.03.26	18/26	Review of Charity SORP in Relation to Dormant Fund Removal	Vice Chair (Steve Spill)	AM confirmed that she would review the Charity SORP to determine the powers available for the removal of dormant funds and would report back to the Committee at the next meeting.	Action		Alison McLennan; Assistant Director of Finance - Governance and Accounting	Jun-26	Emailed Steve Spill and confirmed that unrestricted funds can be merged/closed with Trustee approval, subject to clear documentation (funds, rationale, effective date). Designated funds may be amended by Trustees with formal documentation. Restricted funds require case-by-case review due to varying requirements.	Underway (with update)		
17.03.26	19/26	Review of Approach to Dormant Funds and Establishment of New Funds	Vice Chair (Steve Spill)	SS questioned the consistency between reducing dormant funds and creating new ones, suggesting donor intent could be met by ring-fencing within existing funds. AM noted this was possible but would require manual monitoring. COL supported applying time-limited conditions to new funds and requested an update at the next quarterly meeting.	Action		Corporate Governance Team	Jun-26	To be added to next CFC Meeting.	Open		
17.03.26	30/26	Veterans' Match-Funding Proposal – Fast-Track Consideration	Vice Chair (Steve Spill)	SS reminded the Committee of the veterans' charity match-funding proposal and expressed concern that progress had stalled ahead of the next quarterly meeting. RT confirmed that he, LB, COL and AM would explore options for a rapid decision-making route outside the normal cycle. ER offered support, noting the importance of veterans' services locally.	Action	Director of Insight, Communications and Engagement (RT)	Claire Osmundsen-Little; Interim Director of Finance	Jun-26	Chased Team for update on 10/06/26.	Open		
17.03.26	30/26	Cash-Flow Analysis to Inform Drawdown Decisions	Vice Chair (Steve Spill)	SS queried whether the charity's current cash position warranted a pause on drawdowns from Brewin Dolphin and whether surplus cash could be reinvested. AM advised that a cash-flow projection had been requested from the finance team to support decision-making, noting that drawdowns may be reduced or suspended, although the charity was not yet in a position to return cash to Brewin Dolphin.	Action		Alison McLennan; Assistant Director of Finance - Governance and Accounting	Oct-26	To present a cash-flow analysis to the next Charitable Funds Committee meeting.	Open		