

Charitable Funds Committee Log 2025-26

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
16.10.25	52/25	Committee Effectiveness	Local Authority IM (Nicola Mathews)	NM shared plans to host a coffee morning aimed at encouraging Independent Member (IM) engagement and supporting fundraising efforts. NM also discussed the potential for regular updates from the Head of Charity to strengthen communication and visibility.	Action	Local Authority IM (Nicola Mathews)	N/A	Feb-26	NM to finalise arrangements for the fundraiser, with a proposed coffee morning at the Mansion House on World Cancer Day. Awaiting confirmation of venue; update to be provided in the first week of January 2026. Additionally, follow up with Richard and Lewis during the first week back after the Christmas break.	Closed
13.01.26	008/26	Review and Improve Timelines for Charitable Funds Annual Report and Audit Process	Vice Chair (Steve Spill)	Audit Wales and the Finance Team to review and advance the timeline for the 2025-26 Charitable Funds annual report and audit process, including exploring the possibility of bringing forward audit work and Committee scheduling to reduce pressure against year end deadlines. Finance to continue refining preparatory work with Audit Wales to streamline deliverables ahead of the audit.	Action	Director of Corporate Governance (HL)	Corporate Governance Team	Mar-26	Audit Wales have advised that the audit of accounts will take place in October with the aim of meeting committee dates in December 2026. A committee meeting will be arranged for December 2026.	Closed