

Minutes of the Trustees Meeting

via Google Meet

Tuesday, 12th May 2026

PRESENT: - Sara Aspley Chair

Peter Harker Secretary

Jane Bewes Treasurer

Angela Barwick

Chris Bowen

Sian Dennison

Anne O'Connor

Apologies from Robin Laney

To be noted:

- 1. Professor R J Parsons, Chair from 1998-2012 passed away 3rd April 2026 and the Fund has received donations in the sum of £700.**
- 2. Sian Dennison has retired as Vice Chair but will continue to act as Trustee and Fundraising lead**

1695	<u>Minutes of Meeting held on 25th November 2026</u> These had been circulated and confirmed. All matters arising either complete or on Agenda.	<u>ACTION</u>
1696	<u>Treasurer's Report</u> Circulated to Trustees with Treasurer outlining specific details. See attached finance report.	
1697	<u>Grant Commitments</u> <u>i)Non-Hardship</u> a) Cancer/Haematology CNS- Balance of £6,522 moved to 25/26. b) Decals R/T Treatment Rooms – Balance £250.00 moved to 25/26 It was noted the Fund has funding available for further grants. The purchase of breast boards x 4 in the sum of £55k be considered. Helen Churchward to be contacted for further advice	Sara/Sian,Chris

	<p>ii) Hardship Following meeting with Jane Bewes, Miranda Benney and Denise Martin the same process of allocation be adopted using PCCF funds. Budget of £15k likely to be spent this year.</p>	<p><u>ACTION</u></p>
<p>1698</p>	<p><u>Conversion to CIO Update</u></p> <p>Peter advised that we are still awaiting a substantive response from the Charity Commission regarding the January application for PCCF to become a Charitable Incorporated Organisation; therefore, there is nothing further to report. On the basis of the average time given for a response by the Charity Commission it is anticipated that we will receive it in early July.</p>	
<p>1699</p>	<p><u>Charity Shop Updates</u> <u>Hyde Park Shop – update by Anne</u></p> <ul style="list-style-type: none"> a) Income to date as recorded by Treasurer b) Full complement of volunteers c) No shortage of donations d) Thanks be recorded to Peter for “hands on” support <p><u>Yelverton Shop- update by Jane</u></p> <ul style="list-style-type: none"> a) Income as recorded by Treasurer exceeding their target. Earlier this month, their weekly takings had exceeded £2000, which was a new record. b) Additional income raised with items auctioned, vintage clothing, recycled books and jumble sales <p>Note: National benchmarking information – net profit – Efficient: 30-40%; Average 20-30%. In Yelverton profits were operating at 39% and Hyde Park at 24%.</p>	

1700	<p><u>PCCF Policies</u></p> <p>Data Protection and Policy & Privacy Policy to be checked against any new guidance and returned for agreement</p> <p>It was noted there appears to be variation in review dates. Chris to compare periods for review against national guidance. Jane to send list of those requiring a one year review to Chris.</p>	<p>ACTION</p> <p>Jane/Chris</p>
1701	<p><u>Any Other Business</u></p> <p>None</p>	
1702	<p><u>Date and Time of next Meeting-</u> <u>Tuesday, 25th August 2026</u> <u>Venue to be advised.</u></p>	