

NHS BLOOD AND TRANSPLANT

49th (Virtual) Meeting of the Trust Fund Committee

May 2019

In attendance:	Charles StJohn (CSJ)	Non-Executive Director (Chair)
	Rob Bradburn (RB)	Finance Director
	Gail Miflin (GM)	Medical and Research Director
	Katherine Robinson (KR)	Director of Workforce
	Linda Haigh (LH)	Secretary

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<p><u>Declarations of Interest</u></p> <p>No new interests were declared.</p>	
<p><u>Minutes of the 48 meeting February 2019 (49-01)</u></p> <p>These were agreed as a correct record.</p>	
<p><u>Actions from Previous Minutes (49-02)</u></p> <p>The Committee noted action points being addressed by the agenda and noted the remaining actions points not yet due.</p>	
<p>1. <u>Financial Review to 31st March 2019 (49-03)</u></p> <p>The Committee noted that at 31st March there was £39k available to spend. After allowing for the Tissues Artwork – see AOB below.</p> <p>The Chair questioned the tense on the paragraph regarding TF070. The secretary explained that the Committee had previously approved continued reallocation to ensure the Ho fund was used in preference to the general fund for this grant to avoid a remaining balance on the Ho fund if possible.</p> <p>The Chair questioned why the admin costs to closure had been allocated to Ho fund but not the BBMDA fund in paper 49-03a reserves review paper. The secretary explained that reserves are normally held only in the general reserve but the actual costs are allocated to the HO fund. It was agreed it was easier to only put reserves in the general fund going forward.</p> <p>The secretary drew to the chairs attention to the fact that the audit fees had previously been considered vat recoverable but our new advisors had explained these couldn't be recovered by NHSBT. As the trust funds do not complete a separate claim we would have to suffer the VAT on these fees in future so the provision for audit costs for 5 years of audit is now 20% higher at</p>	

	<p>£12k.</p> <p>It was agreed no further grants could be awarded with this balance and to review this again at the next meeting.</p> <p>The Chair requested some minor edits to the finance paper and requested different roundings on the draft Balance sheet and SOFA which have been coloured red and re-issued to the committee with the draft minutes.</p>	
2.	<p><u>2018/19 Budget (49-04)</u></p> <p>The Committee noted the assumptions made and approved the budget for 2018/19.</p>	
3.	<p><u>Draft Annual Workplan (49-05)</u></p> <p>The Committee approved the annual work plan.</p>	
4.	<p><u>AOB</u></p> <p>The Committee agreed that the Tissues artwork could be completed up to a maximum spend of £18k (as previously earmarked) but requested that a different site be proposed. Action Emma Winstanley</p>	EW
	<p>Date of Next Meetings.</p> <p>July 2019 virtual meeting papers on convene 1st July.</p> <p>November 2019 following GAC</p>	