

Minutes of the Trustee Board Meeting

Hymans Robertson Foundation Trustee Board

MS Teams Tuesday 29 July 2025 0900-1100

Attendees

Gill Tait GT (Chair)	Marcella Boyle MB (CEO)	Paul Waters PW (Vice Chair)
Sarah Gilmour SG (Secretary)	Tracey Washbrooke TW	Rachel Nixseaman RN
Lucy Steers LS	Abhishek Srivastav AS	Marjory Logie ML (Minutes)
Peter Carver PC		

Apologies

Atta Yaqub, Rise Ellis

Guests

Barry Challis BC – Money Ready (Item 7)

Patricija Kolesinskaite PK – Hymans Robertson LLP (Item 10)

Thomas McGruther-Johnson TMcG – Hymans Robertson LLP (Item 11)

GOVERNANCE

1. Opening Remarks

GT welcomed everyone to the meeting.

- Apologies: Rise Ellis, Atta Yaqub.
- The Board was asked to note Atta has paused his trustee role with the approval of the Chair and Secretary. This will be reviewed in October 2025.
- RE has agreed to continue as a co-opted member of the Board for a 3rd year, until end March 2026.
- PW will prepare the July Board Blog with PC as reviewer.
- All HRLLP trustees are reminded to record volunteer time including any associated activity.
- The appointment of Liesa Selfe (HRLLP Glasgow) as Vice Treasurer was formally approved. The Board notes that LS is not a trustee and will not attend Board meetings. The reappointment of Sarah Gilmour as trustee and Secretary is formally noted (following approval at the November 2024 Board Workshop).
- SG confirmed preparation of the 2024/25 HRF Annual Report is underway. GT advised the launch of the Brummie Bursary is scheduled for 2 October; all Birmingham-based Board members are invited to attend.
- The July Insights & Impacts Meeting was postponed due to absences and will be rescheduled.
- HRF 10-year anniversary planning is deferred to the next Board meeting.

2. Declaration of Interests

None.

3. Approval of Minutes (Approval)

Previous minutes were reviewed and approved as a true and accurate record. No amendments or omissions noted.

4. Review of Actions from previous meeting (Approval)

All closed actions noted. Open items tabled for review at next Trustee Board meeting(s).

5. CONSENT AGENDA ITEMS

Matched Funding Report 2024/25 (TW)

TW presented the report for 2024/25 and provided an update on improvements to the match funding management system at HRLLP. Donation numbers and amounts for 2025 are consistent with the previous financial year.

The Board discussed succession planning, particularly the roles of Chair, Vice Chair and young person co-opted member.

Young Person representation: RE has agreed to continue for a 3rd one-year term as co-opted Board member. The Board discussed upcoming need to appoint a new young person. Consideration will be given to the appointment of 2 young people, allowing for peer support and a broader range of perspectives. The Board generally supported this idea, noting the benefits of buddying and improved attendance (with at least one available young person representative).

GT's Retirement: the Board supports continuing the practice of having 2 HRLLP Equity Members as trustees (to help maintain strong connection to HRF's funder) and approved the appointment of a new Equity Member as trustee when GT retires in 2026.

Annual Report & Accounts: the 2024/25 annual report will be issued earlier this year, in part to align with the workstream of the HRLLP CSR impact report which requires data from HRF. This will also ensure regulatory deadlines for the Charity Commission (January) and OSCR (December) will be more comfortably met.

Governance and Record Keeping: SG and GT provided assurance to the Board on the ongoing attention to governance and recording of board decisions, for accountability and continuity as the Board evolves.

For noting, GT confirmed the agreement that certain donations (usually humanitarian donations to organisations such as the DEC) are the responsibility of HRLLP and not HRF, and this has been formally recorded by both parties.

6. Trustee Updates (Verbal)

Trustees shared updates on activities undertaken in their role as Ambassadors for the HRF.

7. Money Ready (MyBnk) 2022-2025 Impact Report (Barry Challis)

BC joined the meeting to give a presentation on Money Ready, formerly MyBnk. A copy of the presentation has been circulated to the Board. Key points:

- Overview of the Money Ready rebrand.
- Continued strategic focus on financial education for young people with an emphasis on preventative work in secondary schools: 80% of programme attendees report increased confidence.
- Partnership with the Foundation has reached over 2,900 young people.
- Money Ready aim to reach a further 2,100 with the new HRF 3-year grant funding.
- Bursary programme is relaunching in October 2025: 72 young people have been supported to date.
- Volunteering opportunities are shared to Hymans Robertson staff including openings to join the Bursary panels.

BC thanked the HRF for its support, noting its spirit of partnership and shared focus on making meaningful change in contrast to some other funder collaborations.

GT thanked BC for his update.

8. HRF Finance (TW)

TW provided an update on the HRF bank account review and financial position:

9. HRF 2024/25 Bursary Impact Report May 2025

The paper has been distributed via email for review and approval.

10. Update on HRF Website Analytics (Patricija Kolesinskaite)

PK presented an update on the website quarterly analytics. :

11. Risk Register Review: (Thomas McGruther-Johnson and AS)

TMcG presented the risk dashboard, noting no significant changes to risk ratings.

12. HRF 10th Anniversary – 16 July 2026

A forward plan will be presented at the October Board Meeting.

WELL INFORMED

13 CEO Update (Presentation)

The CEO Report was taken as read. Key points:

Brummie Bursary Funding: MB reported progress on co-funding for all Bursaries.

Young People Supported: HRF has supported over 11,000 young people, exceeding the 10-year target. MB noted there is potential to reach 14,500 to 15,000 young people by the end of the current 3-year business plan.

GT thanked MB for her update.

14. Consent Items – for Information

Paper 14 Forward Plan – for noting.

Date of next meeting – 14 October 2025 0930 -1130.