

# Minutes of the Trustee Board Meeting

## Hymans Robertson Foundation Trustee Board

MS Teams Tuesday 14 October 2025 0930-1130

### Attendees

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

### Apologies

Rise Ellis

### Guests

- Liesa Selfe (LSe) – HRLLP – HRF Vice-Treasurer (Item 10)
- Gillian Nugent (GN) – HRLLP – HRF Website update (item 12)
- Lorna King (LK) – HRLLP – HRF 10<sup>th</sup> Anniversary planning (Item 13)

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## GOVERNANCE

### 1. Opening Remarks

GT welcomed everyone to the meeting.

- Apologies: Rise Ellis
- GT advised the Board that Atta Yaqub had resigned as Trustee and thanked him for his contributions. Recruitment for an LLP Equity Member Trustee is in progress and replacement external Trustee is under review.

### 2. Declaration of Interests

No new conflicts noted.

### 3. Approval of Minutes

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

### 4. Review of Actions from previous meeting

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

## 5. CONSENT AGENDA ITEMS

**AGM Agenda** - Tuesday 28 October 2025

**Wee Bursary (Glasgow) 24/25** Full Year Impact

### Risk Register

#### 6. CEO Update

The CEO Report was taken as read. The following key points were noted:

MB confirmed a grant award from the Albert Hunt Trust to the UK-wide bursary programme. The successful launch of the Brummie Bursary in Birmingham on 2 October was noted. The launch of Edinburgh and London bursary projects are confirmed as in progress. The Annual Report for 2024-25 is being prepared for publication by early November.

#### 7. Insights & Impact Committee update from 7 October Meeting

MB provided an update on the recent I&I meeting and introduced the Theory of Change Model to the Board.

#### 8. Trustee Updates (Verbal)

#### Trustees shared updates on activities undertaken in their role as Ambassadors for the HRF.9. Constitution Review (Approval)

SG presented a paper on the HRF Constitution and recommended the Board approve the Constitution as fit for purpose with a 3-yearly constitutional review to be added to the Risk Register. The Board approved the proposal.

#### 10. Bank Account / HRF Financial Update (Approval)

Liesa Selfe (LSe) (HRLLP) joined the meeting in her role as HRF Vice Treasurer.

TW presented an update on actions agreed at the February 2025 Board meeting, including process improvements. Progress will be shared at the November 2025 Board workshop.

#### 11. Mental Health and Wellbeing Lifelink Services Update (Approval)

MB presented the proposal to link mental health and wellness access to the Bursary offer. The Board supported the recommendation for the Bursary to be the primary access route for counselling. There will be further consultation with Charity Partners and Lifelink to progress.

#### 12. Update on HRF website, hosting & management (Presentation)

GN presented the business case for migrating the HRF website to Hymans Robertson LLP multi-site platform. The Board approved.

#### 13. HRF 10<sup>th</sup> Anniversary (August 2026) (Discussion)

LK presented the Foundation's 10th Anniversary campaign plan, featuring year-long activities and media outreach for 2026.

#### 15. Consent Items – For Information (Noting)

Launch of Brummie Bursary



## Minutes of meeting

### 16. Future Plan

### 17. Forward Plan (Noting)

### 18. Date of Next Meeting

Tuesday 13 January 2026 9am till 11am.

#### **SELF REVIEW**

All links included within the Board agenda.

#### **CLOSING ITEMS**

None.

#### **Reviewed by:**

Sarah Gilmour, Secretary, The Hymans Robertson Foundation