St Raphael's Hospice

Meeting of the Finance & Resources Committee

To be held at St Raphael's Hospice

At 14:00 on Tuesday 5th May 2026

Members:	Alan Cogbill (AC – Chair)
	Steve Chambers (SC)
	Paul Holmes (PH)
In attendance:	Rebecca Trower (RT – CEO)
	Nick Stevens (NS – Finance Consultant)
	Neena Vadgama (NV – Head of Finance)
	John Groom (JG – Director of Operations)
	Alex Rudkin (AR – Head of Quality & Governance)
	Karen Monaghan (KM – Governance)

Item	Time	Description	Purpose	Lead
1.	14.00-14.05	Welcomes, apologies for absence and declarations of interest	Discussion	Chair
2.	14.05-14.10	Review of minutes from 20th January 2026 Committee meeting	Approval	Chair
3.	14.10 – 14.15	Actions List and update on matters arising	Discussion	
4.	14.15-15.00	2026/27 year-to-date Finance Report including: • Final 2026/27 budget inc. financial position and reserves outlook • Management Accounts & Balance Sheet • Investments inc. Transfer with Sarisin • Fraud Document – Audit purposes • Discussion of Key Estimates and Judgements: 1. The treatment of the remaining balance on deferred income (the £1.4m balance remaining from the DoC original gift of £3.6m to support the charity on its journey to sustainability). 2. The level of potential legacy debtor that should be included (we have historically treated 85% of a possible	Discussion	NS, RT, NV

		legacy as 'income' - the audit last year reviewed actual receipts and found that 95% of the potential tended to be realised - hence, potentially, we should adopt 95%) • 3.The level of Gift in Kind and notional rental charge to recognise in the financial statements for the use of the land and buildings (last year + 4%)		
5.	15.00 - 15.15	Non-Clinical Governance update	Discussion	AR
6.	15.15-15.35	Estates & IT Report	Discussion	JG
7.	15.35 - 15.45	Annual review of Committee Terms of Reference.	Approval	Chair
8.	15.45 - 15.55	Annual review of Financial Delegated Authorities.	Approval	Chair
9.	15.55-16.00	Any Other Business & Date of next meeting • Evidence of Excellent Practice Register	Discussion	Chair

Date of next meeting: Tuesday 14th July 2026

Actions log:

Agenda item	Action	Responsible	Timeline	Ref.	Update
4.	Liaise with Sarasin to undertake the transfer of £500k cash assets back into the Investment portfolio.	NS	ASAP	20.01.26/01	
6.	Present a draft 2026/2027 Budget to Trustees by mid-March.	NS	16.03.26	20.01.26/02	
7.	Discuss with the Communications Team the provision of external signs and website content explaining the nature of the	JG	ASAP	20.01.26/03	

	funding for capital works.				