

TALK FOUNDATION

England & Wales · Charity number 1177093

Details

Status Registered

Legal form CIO

Registered 2018-02-09

Register [View on the Charity Commission register](#)

Contact

Address Ground Floor Flat
12 Drysgol Road
Radyr
Cardiff
CF15 8BT

Phone 02920930090

Email contact.us@talkdebrief.org

Website www.talkdebrief.org

Activities

Objects: FOR THE PUBLIC BENEFIT TO ADVANCE THE EDUCATION OF CLINICAL TEAMS IN PATIENT SAFETY IN SUCH WAYS AS THE CHARITY TRUSTEES THINK FIT

Activities: Our underlying drive is to promote guided reflection within teams as a way to improve and maintain patient safety and contribute to a supportive culture of dialogue and learning in clinical environments world wide. We are continuing the work commenced under a Horizon 2020 - Marie Curie Grant, ensuring sustainability of our educational activities and fostering further patient safety initiatives.

Classification

- **How:** Makes Grants To Organisations, Provides Advocacy/advice/information, Sponsors Or Undertakes Research
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives
- **Who:** The General Public/mankind

Geography

- Argentina
- Australia
- Chile
- Denmark
- Finland
- France
- Germany
- Morocco
- Netherlands
- Norway
- Portugal
- Spain
- United States
- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2025-04-05	£8,000	£1,723	-	-
2024-04-05	£3,485	£590	-	-
2023-04-05	£4,926	£1,203	-	-
2022-04-05	£661	£1,770	-	-
2021-04-05	£5,206	£458	-	-

Trustees

Name	Role	Appointed
Dr CRISTINA DIAZ-NAVARRO	Chair	2018-04-18
Dr ANDREW HADFIELD		2018-04-18
Dr MARK ALEXANDER Price		2018-04-18
Dr SONIA PIERCE		2018-04-18
ESTHER LEON CASTELAO		2018-04-18
SANDRINE BACQUAERT		2018-04-18

TALK FOUNDATION

England & Wales - Charity number 1177093

Accounts

Trustees' Annual Report for the period									
From		Period start date			To		Period end date		
		6	APR	2024			5	APR	2025

Section A Reference and administration details

Charity name TALK Foundation

Other names charity is known by

Registered charity number (if any) 1177093

Charity's principal address

12 Drysgol Road	
Radyr	
Cardiff	
Postcode	CF15 8BT

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Cristina Diaz- Navarro	Chair (founding member)		N/A (first charity trustee)
2	Andrew Hadfield	Treasurer (founding member)		N/A (first charity trustee)
3	Sonia Pierce	Secretary (founding member)		N/A (first charity trustee)
4	Jody Stafford		re	
5	Sigrun Qvindesland			
6				
7				
8				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
N/A	

Name of chief executive or names of senior staff members

Mariam Paes - New Initiatives and Fundraising Director

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution Registered 09 FEB 2018
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	The three founding members will be indefinite trustees. The other trustees have been appointed by the Board of Trustees for a period of 3 years. They can be reappointed up to 3 times. Apart from the first charity trustees, every trustee must be appointed for a term of 3 years by a resolution passed at a properly convened meeting of the charity trustees.

Additional governance issues (Optional information)

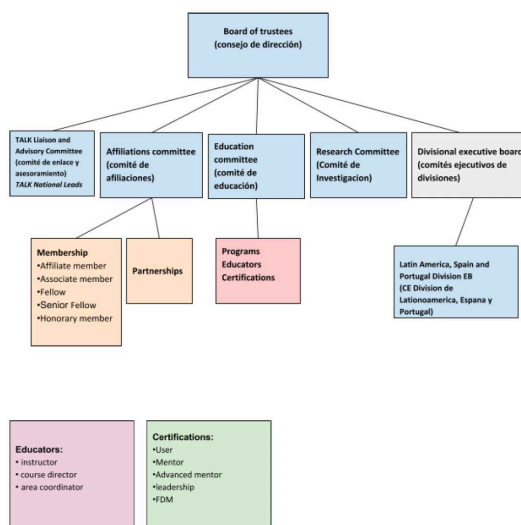
You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Organisation has the following Policies & Procedures in place:
(The date following each title is the date of the latest revision, all available on request)

- Affiliations Committee Terms of reference (May 2020)
- Business Plan (April 2021 –March 2024)
- Code of Conduct (October 2020)
- Conflicts of Interest (September 2020)
- Contractor Agreement (December 2020)
- Declaration on Appointment (April 2018)
- Disciplinary Procedure for Staff (April 2020)
- Disciplinary Policy and Procedure for Volunteers (April 2020)
- Education Committee Terms of reference (March 2020)
- Equality Policy (September 2020)
- Financial Controls Policy (January 2020 - review 2024)
- Fit and proper person declaration (April 2018)
- Fundraising Policy (March 2021)
- Memorandum of Understanding (May 2020)
- Privacy Statement (December 2021)
- Standard Operating Procedure for New Appointments (January 2022)
- TALK Research Committee Terms of reference (March 2020)
- TALK Foundation Constitution (2016)
- Volunteer management policy (March 2020)

Organisational chart (Organigrama)



Summary of the objects of the charity set out in its governing document

For the public benefit to advance the education of clinical teams in patient safety in such ways as the charity trustees think fit.

Our Vision, Mission and Values focus on maximising the opportunity for healthcare improvement, patient safety and staff wellbeing through the use of TALK, empowering a culture of patient safety through the education of clinical teams ethically, inclusively and positively.

Meetings of the Board of Trustees have been held at least quarterly and minutes are available on request.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The TALK Foundation has continued the activities undertaken as part of the TALK Research and Innovation Staff Exchange grant provided by the European Commission through the Horizon 2020 programme, Marie Skłodowska-Curie Actions, which funded a 3 year project on the use of the TALK framework for clinical debriefing under grant agreement ID: 734753. The grant project has been completed and the TALK Foundation has continued the work. The activities have included:

- Development of freely downloadable training materials (<https://www.talkdebrief.org/startingtotalk>)
- International diffusion of TALK concept (Implemented in the UK, Spain, Norway, Denmark, Netherlands, Germany, France, Portugal, Australia, Chile, Singapore, USA, Mexico and Argentina)
- Networking at a national and international level. As a consequence, a strategy advisory board has been developed.
- Formalising collaboration and data-sharing

The TALK Foundation webpage is kept up to date <https://www.talkdebrief.org/talk-foundation> and the TALK Foundation bank account is managed through CAF Bank.

Trustees are aware of the Section 17(5) of the Charities Act and the Charities (Accounts and Reports) Regulations 2008 and this has been considered when planning the charity's activities. Whilst it is recognised that the TALK tool is a commercially viable product, the aim of the Foundation is to ensure that any surplus is used for public rather than personal benefit.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The emphasis has been on building a solid framework for the CIO, both with regard to organisational/ legal guidance and volunteer workforce development.

The TALK Foundation is the legacy to the TALK Research and Innovation Staff Exchange grant provided by the European Commission through the Horizon 2020 programme. This Marie Skłodowska-Curie Actions grant is funding a 3 year project on the use of the TALK framework for clinical debriefing under grant agreement ID: 734753. All materials and international network generated as outcomes of this work were passed on to the TALK Foundation at the end of the grant project, which was completed at the end of February 2022. The Foundation become fully independent of the grant in February 2022.

There has been significant and ongoing work in this report year to develop teaching courses in English and Spanish and to widen the International use of the TALK tool in clinical practice. There has also been significant work in disseminating the evidence base underpinning the debriefing tool, with several publications in peer reviewed scientific journals, and by presenting at a TALK Symposium to an international audience.

Summary of the main achievements of the charity during the year

The Charity has focused on further defining the key services and activities offered by the Foundation and continued development of the resources to support these services and activities.

The TALK RISE project was completed in February 2022. Since then, there has been an emphasis on international promotion of the Foundation, coinciding with the RISE phase of international dissemination. The outcome of this dissemination has revealed the need to accelerate our infrastructural development, which has resulted in the further development of committees and divisions as well as the introduction of non-voting members categories. (See details in organisational chart, section B).

We have continued the work as detailed in the business plan and made significant advances to the development of courses, to ensure the financial viability of the charity. There has been further development of the TALK website and memberships. Branding of the materials has been developed and implemented to ensure consistency in appearance of the materials. There has been significant course development, along with the development of educational materials, training sessions for TALK, and instructor guides. Many of the publications have been translated into Spanish. TALK has been presented at key educational events including webinars and healthcare conferences, to promote the tool's use in clinical practice. There have been a number of international collaborations explored by the affiliations and research committees and this has led to wider use of the tool internationally.

Section E Financial review

Brief statement of the charity's policy on reserves

The TALK Foundation does not currently have a policy on reserves. The charity is starting to raise initial funds for its activity. Development of a reserve policy will be a point for future action.

All reserves would be used to strengthen the financial basis of the charity in line with its stated objectives.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Current / potential sources of income:


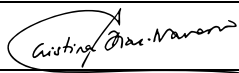
- Donations
- Memberships
- Income from educational courses pertaining to the TALK clinical debriefing tool, from interested healthcare institutions.
- Grants applied for, from NGOs and specific philanthropic organisations with an interest in funding healthcare and patient safety (none received yet).

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Dr Sonia Pierce	Dr Cristina Diaz-Navarro
Position	Secretary	Chair
Date	30/01/2026	30/01/2026



Receipts and payments accounts

CC16a

For the period
from

6/4/24

To

05/04/2025

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Course fees	7,418	-00	-00	7,418	1,800
Memberships	557	-00	-00	557	1,667
Interest	25	-00	-00	25	18
	- 0	-00	-00	-00	-00
	- 0	-00	-00	-00	-00
	- 0	-00	-00	-00	-00
	- 0	-00	-00	-00	-00
Sub total(Gross income for AR)	8,000	-00	-00	8,000	3,485
A2 Asset and investment sales, (see table).					
	- 0	- 0	- 0	-00	
	- 0	- 0	- 0	-00	- 0
Sub total	- 0	- 0	- 0	-00	- 0
Total receipts	8,000	- 0	- 0	8,000	3,485
A3 Payments					
Zoom meeting subscription	156	-00	-00	156	144
Bank account fees	60	-00	-00	60	60
Website charges	424	-00	-00	424	193
Website domain	122	-00	-00	122	187
Foreign transaction charge	6	-00	-00	6	6
Course Refund	300	-00	-00	300	-00
Travel expenses	327	-00	-00	327	-00
Entertaining	328	-00	-00	328	-00
	- 0	-00	-00	-00	-00
Sub total	1,723	-00	-00	1,723	590
A4 Asset and investment purchases, (see table)					
	- 0	- 0	- 0	-00	
	- 0	- 0	- 0	-00	
Sub total	- 0	- 0	- 0	-00	- 0
Total payments	1,723	- 0	- 0	1,723	590
Net of receipts/(payments)	6,277	-00	-00	6,277	2,895
A5 Transfers between funds	- 0	-00	-00	-00	-00
A6 Cash funds last year end	10,618	-00	-00	10,618	-00
Cash funds this year end	16,895	-00	-00	16,895	2,895

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds	Restricted funds	Endowment funds
		to nearest £	to nearest £	to nearest £
B1 Cash funds	TALK Foundation Bank account balance	-00	-00	-00
		-00	-00	-00
		-00	-00	-00
	Total cash funds	16,895	-00	-00
	(agree balances with receipts and payments account(s))	OK	OK	OK
	Details	Unrestricted funds	Restricted funds	Endowment funds
		to nearest £	to nearest £	to nearest £
B2 Other monetary assets		-00	-00	-00
		-00	-00	-00
		-00	-00	-00
		-00	-00	-00
		-00	-00	-00
		-00	-00	-00
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-00	-00
			-00	-00
			-00	-00
			-00	-00
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-00	-00
			-00	-00
			-00	-00
			-00	-00
			-00	-00
			-00	-00
			-00	-00
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-00	
			-00	
			-00	
			-00	
			-00	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		A Hadfield	03/02/2026	

TALK FOUNDATION

England & Wales - Charity number 1177093

Accounts

Trustees' Annual Report for the period

	Period start date				Period end date		
From	6	APR	2023	To	5	APR	2024

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3	Sonia Pierce	Secretary (founding member)		N/A (first charity trustee)
4	Jody Stafford		From 7th June 2023	
5	Sigrun Qvindesland		From 4th January 2024	
6				
7				
8				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
N/A	

Name of chief executive or names of senior staff members

Mariam Paes - New Initiatives and Fundraising Director

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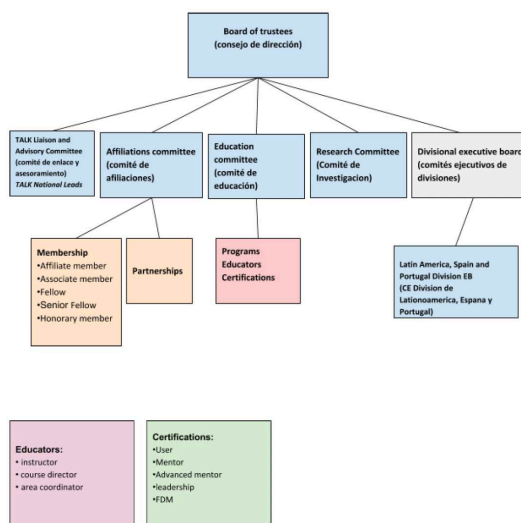
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Organisational chart (Organigrama)



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Details of any funds materially in deficit

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Further financial review details (Optional information)

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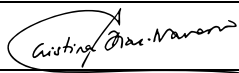
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- Memberships
- Income from educational courses pertaining to the TALK clinical debriefing tool, from interested healthcare institutions.
- Grants applied for, from NGOs and specific philanthropic organisations with an interest in funding healthcare and patient safety (none received yet).

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Dr Sonia Pierce	Dr Cristina Diaz-Navarro
Position	Secretary	Chair
Date	28/01/2025	28/01/2025



CHARITY COMMISSION
FOR ENGLAND AND WALES

TALK FOUNDATION

1177093

Receipts and payments accounts

CC16a

For the period
from

4/6/2023

To

4/5/2024

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Course fees	1,800	-	-	1,800	4,108
Memberships	1,667	-	-	1,667	818
Interest	18	-	-	18	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	3,485	-	-	3,485	4,926
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	3,485	-	-	3,485	4,926
A3 Payments					
Zoom meeting subscription	144	-	-	144	144
Bank account fees	60	-	-	60	72
Website charges	193	-	-	193	187
Website domain	187	-	-	187	110
Foreign transaction charge	6	-	-	6	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	590	-	-	590	513
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	590	-	-	590	513
Net of receipts/(payments)	2,895	-	-	2,895	4,413
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	7,713	-	-	7,713	-
Cash funds this year end	10,608	-	-	10,608	4,413

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	TALK Foundation Bank account balance	10,608	-	-
		-	-	-
		-	-	-
	Total cash funds	10,608	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK


Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	A Hadfield	2/5/2015

TALK FOUNDATION

England & Wales - Charity number 1177093

Accounts

Trustees' Annual Report for the period

	Period start date				Period end date		
From	6	APR	2022	To	5	APR	2023

Section A Reference and administration details

Charity name

TALK Foundation

Other names charity is known by

Registered charity number (if any)

1177093

Charity's principal address

12 Drysgol Road	
Radyr	
Cardiff	
Postcode	CF15 8BT

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
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2	Andrew Hadfield	Treasurer (founding member)		N/A (first charity trustee)
3	Sonia Pierce	Secretary (founding member)		N/A (first charity trustee)
4	Mark Price	Deputy treasurer		N/A (first charity trustee)
5	Esther Leon Castelao			N/A (first charity trustee)
6	Sandrine Bacquaert			N/A (first charity trustee)
7				
8				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
N/A	

Name of chief executive or names of senior staff members

Mariam Paes - New Initiatives and Fundraising Director
 Rebecca Wheeler - Organisational Development Director (Until May 2022)

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution Registered 09 FEB 2018
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	The three founding members will be indefinite trustees. The other 3 first trustees have been appointed for a period of 3 years and can be reappointed up to 3 times. Apart from the first charity trustees, every trustee must be appointed for a term of 3 years by a resolution passed at a properly convened meeting of the charity trustees.

Additional governance issues (Optional information)

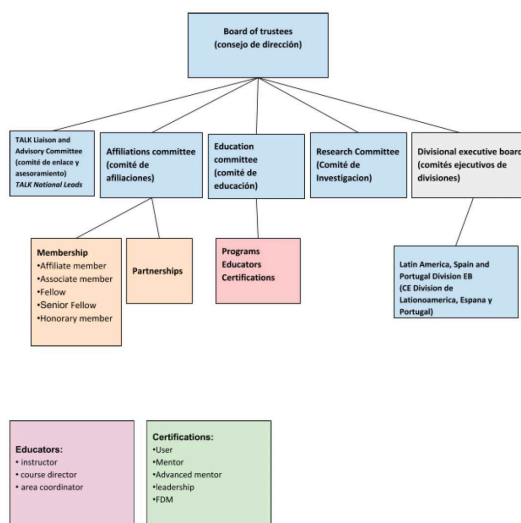
You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Organisation has the following Policies & Procedures in place:
(The date following each title is the date of the latest revision, all available on request)

- Affiliations Committee Terms of reference (May 2020)
- Business Plan (April 2021 –March 2024)
- Code of Conduct (October 2020)
- Conflicts of Interest (September 2020)
- Contractor Agreement (December 2020)
- Declaration on Appointment (April 2018)
- Disciplinary Procedure for Staff (April 2020)
- Disciplinary Policy and Procedure for Volunteers (April 2020)
- Education Committee Terms of reference (March 2020)
- Equality Policy (September 2020)
- Financial Controls Policy (January 2020)
- Fit and proper person declaration (April 2018)
- Fundraising Policy (March 2021)
- Memorandum of Understanding (May 2020)
- Privacy Statement (December 2021)
- Standard Operating Procedure for New Appointments (January 2022)
- TALK Research Committee Terms of reference (March 2020)
- TALK Foundation Constitution (2016)
- Volunteer management policy (March 2020)

Organisational chart (Organigrama)



Summary of the objects of the charity set out in its governing document

For the public benefit to advance the education of clinical teams in patient safety in such ways as the charity trustees think fit.

Our Vision, Mission and Values focus on maximising the opportunity for healthcare improvement, patient safety and staff wellbeing through the use of TALK, empowering a culture of patient safety through the education of clinical teams ethically, inclusively and positively.

Meetings of the Board of Trustees have been held at least quarterly and minutes are available on request.

The TALK Foundation has continued the activities undertaken as part of the TALK Research and Innovation Staff Exchange grant provided by the European Commission through the Horizon 2020 programme, Marie Skłodowska-Curie Actions, which funded a 3 year project on the use of the TALK framework for clinical debriefing under grant agreement ID: 734753. The grant project has been completed and the TALK Foundation has continued the work. The activities have included:

- Development of freely downloadable training materials (<https://www.talkdebrief.org/startingtotalk>)
- International diffusion of TALK concept (Implemented in the UK, Spain, Norway, Denmark, Netherlands, Germany, France, Portugal, Australia, Chile, Singapore, USA, Mexico and Argentina)
- Networking at a national and international level. As a consequence, a strategy advisory board has been developed.
- Formalising collaboration and data-sharing

The TALK Foundation webpage is kept up to date <https://www.talkdebrief.org/talk-foundation> and the TALK Foundation bank account is managed through CAF Bank.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Trustees are aware of the Section 17(5) of the Charities Act and the Charities (Accounts and Reports) Regulations 2008 and this has been considered when planning the charity's activities. Whilst it is recognised that the TALK tool is a commercially viable product, the aim of the Foundation is to ensure that any surplus is used for public rather than personal benefit.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The emphasis has been on building a solid framework for the CIO, both with regard to organisational/ legal guidance and volunteer workforce development.

The TALK Foundation is the legacy to the TALK Research and Innovation Staff Exchange grant provided by the European Commission through the Horizon 2020 programme. This Marie Skłodowska-Curie Actions grant is funding a 3 year project on the use of the TALK framework for clinical debriefing under grant agreement ID: 734753. All materials and international network generated as outcomes of this work were passed on to the TALK Foundation at the end of the grant project, which was completed at the end of February 2022. The Foundation become fully independent of the grant in February 2022.

There has been significant and ongoing work in this report year to develop teaching courses in English and Spanish and to widen the International use of the TALK tool in clinical practice.

Summary of the main achievements of the charity during the year

The Charity has focused on further defining the key services and activities offered by the Foundation and continued development of the resources to support these services and activities.

The TALK RISE project was completed in February 2022. Since then, during this financial year, there has been an emphasis on international promotion of the Foundation, coinciding with the RISE phase of international dissemination.

The outcome of this dissemination has revealed the need to accelerate our infrastructural development, which has resulted in the further development of committees and divisions as well as the introduction of non voting members categories. (See details in organisation chart, section B).

Previous achievements included development and review of Foundation documentation, as well as policies and procedures, as listed in Section B.

During this financial year, we continued the work as detailed in the business plan (April 2021– March 2024) and made significant advances to the development of courses, to ensure the financial viability of the charity. The Fundraising Policy has been implemented.

There has been further development of the TALK website and memberships. Branding of the materials has been developed and implemented to ensure consistency in appearance of the materials.

There has been significant course development and initiation of a course management system - this includes educational materials / local training sessions for TALK, as well as an instructor guide. Many of the publications have been translated into Spanish.

There have been a number of international collaborations explored by the affiliations and research committees.

Section E Financial review

Brief statement of the charity's policy on reserves

The TALK Foundation does not currently have a policy on reserves. The charity is starting to raise initial funds for its activity. Development of a reserve policy will be a point for future action.

All reserves would be used to strengthen the financial basis of the charity in line with its stated objectives.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Current / potential sources of income:


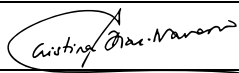
- Donations
- Memberships
- Income from educational courses pertaining to the TALK clinical debriefing tool, from interested healthcare institutions.
- Grants applied for, from NGOs and specific philanthropic organisations with an interest in funding healthcare and patient safety (none received yet).

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Dr Sonia Pierce	Dr Cristina Diaz-Navarro
Position	Secretary	Chair
Date	26/01/2024	26/01/2024



CHARITY COMMISSION
FOR ENGLAND AND WALES

TALK FOUNDATION

1177093

Receipts and payments accounts

CC16a

For the period
from

4/4/2022

To

4/3/2023

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Course fees	4,108	-	-	4,108	-
Memberships	818	-	-	818	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	4,926	-	-	4,926	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	4,926	-	-	4,926	-
A3 Payments					
Zoom meeting subscription	144	-	-	144	-
Bank account fees	72	-	-	72	-
Website charges	187	-	-	187	-
Website domain	110	-	-	110	-
Website design services	690	-	-	690	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	1,203	-	-	1,203	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	1,203	-	-	1,203	-
Net of receipts/(payments)	3,723	-	-	3,723	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	3,990	-	-	3,990	-
Cash funds this year end	7,713	-	-	7,713	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	TALK Foundation Bank account balance	-	-	-
		-	-	-
		-	-	-
	Total cash funds	7,713	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK


Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	A. Hadfield	2/5/2024

TALK FOUNDATION

England & Wales - Charity number 1177093

Accounts

Trustees' Annual Report for the period

	Period start date				Period end date		
From	6	APR	2021	To	5	APR	2022

Section A Reference and administration details

Charity name

TALK Foundation

Other names charity is known by

Registered charity number (if any)

1177093

Charity's principal address

12 Drysgol Road
 Radyr
 Cardiff
Postcode CF15 8BT

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Cristina Diaz- Navarro	Chair (founding member)		N/A (first charity trustee)
2	Andrew Hadfield	Treasurer (founding member)		N/A (first charity trustee)
3	Sonia Pierce	Secretary (founding member)		N/A (first charity trustee)
4	Mark Price	Deputy treasurer		N/A (first charity trustee)
5	Esther Leon Castelao			N/A (first charity trustee)
6	Sandrine Bacquaert			N/A (first charity trustee)
7				
8				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
N/A	

Name of chief executive or names of senior staff members

Mariam Paes - New Initiatives and Fundraising Director
 Rebecca Wheeler - Organisational Development Director

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution Registered 09 FEB 2018
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	The three founding members will be indefinite trustees. The other 3 first trustees have been appointed for a period of 3 years and can be reappointed up to 3 times. Apart from the first charity trustees, every trustee must be appointed for a term of 3 years by a resolution passed at a properly convened meeting of the charity trustees.

Additional governance issues (Optional information)

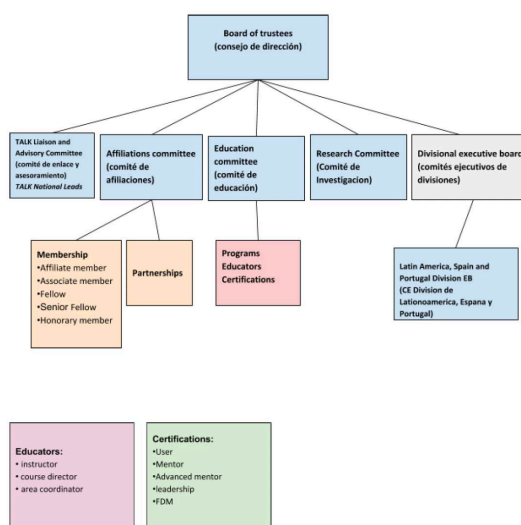
You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Organisation has the following Policies & Procedures in place:
(The date following each title is the date of the latest revision, all available on request)

Affiliations Committee Terms of reference (May 2020)
 Business Plan (April 2021 –March 2024)
 Code of Conduct (October 2020)
 Conflicts of Interest (September 2020)
 Contractor Agreement (December 2020)
 Declaration on Appointment (April 2018)
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 Privacy Statement (December 2021)
 Standard Operating Procedure for New Appointments (January 2022)
 TALK Research Committee Terms of reference (March 2020)
 TALK Foundation Constitution (2016)
 Volunteer management policy (March 2020)

Organisational chart (Organigrama)



Summary of the objects of the charity set out in its governing document

For the public benefit to advance the education of clinical teams in patient safety in such ways as the charity trustees think fit.

Our Vision, Mission and Values focus on maximising the opportunity for healthcare improvement, patient safety and staff wellbeing through the use of TALK, empowering a culture of patient safety through the education of clinical teams ethically, inclusively and positively.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Meetings of the Board of Trustees have been held at least quarterly and minutes are available on request.

The TALK Foundation has worked in parallel with TALK Research and Innovation Staff Exchange grant provided by the European Commission through the Horizon 2020 programme, Marie Skłodowska-Curie Actions, which is funding a 3 year project on the use of the TALK framework for clinical debriefing under grant agreement ID: 734753. The activities have included:

- Development of freely downloadable training materials (<https://www.talkdebrief.org/startingtotalk>)
- International diffusion of TALK concept (Implemented in the UK, Spain, Norway, Denmark, Netherlands, Germany, France, Portugal, Australia, Chile, Singapore, USA, Mexico and Argentina)
- Networking at a national and international level. As a consequence, a strategy advisory board has been developed.
- Formalising collaboration and data-sharing

The TALK Foundation webpage is kept up to date <https://www.talkdebrief.org/talk-foundation> and the TALK Foundation bank account is managed through CAF Bank.

-
Trustees are aware of the Section 17(5) of the Charities Act and the Charities (Accounts and Reports) Regulations 2008 and this has been considered when planning the charity’s activities. Whilst it is recognised that the TALK tool is a commercially viable product, the aim of the Foundation is to ensure that any surplus is used for public rather than personal benefit.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

This remains a young CIO, and the emphasis during initial stages has been on building a solid framework both with regard to organisational / legal guidance and volunteer workforce development.

Furthermore, the TALK Foundation is the legacy to the TALK Research and Innovation Staff Exchange grant provided by the European Commission through the Horizon 2020 programme. This Marie Skłodowska-Curie Actions grant is funding a 3 year project on the use of the TALK framework for clinical debriefing under grant agreement ID: 734753.

All materials and international network generated as outcomes of this work were passed on to the TALK Foundation at the end of the grant project, which was completed at the end of February 2022.

The Foundation become fully independent of the grant in February 2022.

An successful international TALK conference was held in Barcelona on the 9th and 10th December 2021, with the majority of speakers and delegates attending remotely, due to the constraints of the COVID-19 pandemic.

There has been significant and ongoing work in this report year to develop teaching courses and to further develop the business plan Business Plan (April 2021 –March 2024).

Summary of the main achievements of the charity during the year

The Charity has focused on further defining the key services and activities offered by the Foundation and continued development of the resources to support these services and activities.

The TALK RISE project was completed in February 2022, following the delay due to COVID. There was an emphasis on international promotion of the Foundation, coinciding with the RISE phase of international dissemination.

The outcome of this dissemination has revealed the need to accelerate our infrastructural development, which has resulted in the further development of committees and divisions as well as the introduction of non voting members categories. (See details in organisational chart, section B).

Previous achievements included development and review of Foundation documentation, as well as policies and procedures, as listed in Section B.

During this financial year, we approved the business plan (April 2021 –March 2024) and made significant advances to the development of courses, to ensure the financial viability of the charity. The Fundraising Policy has been implemented.

There has been further development of the TALK website and the creation of memberships. Criteria for discounts in membership and courses according to income has been instituted. It entails a stratified approach to fees according to residence in low, middle or high income countries, and for the latter according to profession.

There has been significant course development and initiation of a course management system - this includes educational materials / local training sessions for TALK, as well as an instructor guide. Many of the publications have been translated into Spanish.

There have been a number of international collaborations explored by the affiliations and research committees.

Section E Financial review

Brief statement of the charity's policy on reserves

The TALK Foundation does not currently have a policy on reserves. The charity is starting to raise initial funds for its activity. Development of a reserve policy will be a point for future action.

All reserves would be used to strengthen the financial basis of the charity in line with its stated objectives.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Current / potential sources of income:


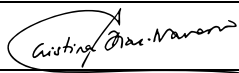
- Donations
- Memberships
- Income from educational courses pertaining to the TALK clinical debriefing tool, from interested healthcare institutions.
- Grants applied for, from NGOs and specific philanthropic organisations with an interest in funding healthcare and patient safety (none received yet).

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Dr Sonia Pierce	Dr Cristina Diaz-Navarro
Position	Secretary	Chair
Date	26/01/2023	26/01/2023



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name TALK FOUNDATION	No (if any) 1177093
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Receipts and payments accounts

For the period from	Period start date 4/6/2021	To	Period end date 4/5/2022
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £
A1 Receipts				
Course Fees	48	-	-	48
Memberships	613	-	-	613
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
Sub total (Gross income for AR)	661	-	-	661
A2 Asset and investment sales, (see table).				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total receipts	661	-	-	661
A3 Payments				
Zoom meeting subscription	144	-	-	144
Bank account fees	96	-	-	96
Website charges	349	-	-	349
Website domain	67	-	-	67
Website design services	864	-	-	864
Form design software (Jotform)	100	-	-	100
Course certification points	182	-	-	182
Educator fees	400	-	-	400
	-	-	-	-
Sub total	2,202	-	-	2,202
A4 Asset and investment purchases, (see table)				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total payments	2,202	-	-	2,202
Net of receipts/(payments)	- 1,541	-	-	- 1,541
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	5,531	-	-	5,531
Cash funds this year end	3,990	-	-	3,990

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B1 Cash funds	TALK Bank account balance	3,990	-
		-	-
		-	-
	Total cash funds	3,990	-
	(agree balances with receipts and payments account(s))	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B2 Other monetary assets		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

	Details	Fund to which asset belongs	Cost (optional)
B3 Investment assets			-
			-
			-
			-
			-

	Details	Fund to which asset belongs	Cost (optional)
B4 Assets retained for the charity's own use			-
			-
			-
			-
			-
			-
			-
			-

	Details	Fund to which liability relates	Amount due (optional)
B5 Liabilities			-
			-
			-
			-
			-

Signed by one or two trustees on behalf of all the trustees

Signature <div style="border: 1px solid black; padding: 5px; margin: 5px auto; width: 80%;"> </div>	Print Name <div style="border: 1px solid black; padding: 5px; margin: 5px auto; width: 80%;"> Andrew Hadfield </div>
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**Endowment funds
to nearest £**

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**Endowment funds
to nearest £**

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**Current value
(optional)**

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**Current value
(optional)**

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**When due
(optional)**

Date of approval

1/31/2023

TALK FOUNDATION

England & Wales - Charity number 1177093

Accounts

Trustees' Annual Report for the period

	Period start date				Period end date		
From	6	APR	2020	To	5	APR	2021

Section A Reference and administration details

Charity name

TALK Foundation

Other names charity is known by

Registered charity number (if any)

1177093

Charity's principal address

24 Windsor Avenue	
Radyr	
Cardiff	
Postcode	CF15 8BW

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Cristina Diaz- Navarro	Chair (founding member)		N/A (first charity trustee)
2	Andrew Hadfield	Treasurer (founding member)		N/A (first charity trustee)
3	Sonia Pierce	Secretary (founding member)		N/A (first charity trustee)
4	Mark Price	Deputy treasurer		N/A (first charity trustee)
5	Esther Leon Castelao			N/A (first charity trustee)
6	Sandrine Bacquaert			N/A (first charity trustee)
7				
8				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
N/A	

Name of chief executive or names of senior staff members

Mariam Paes - New Initiatives and Fundraising Director
 Rebecca Wheeler - Organisational Development Director

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution Registered 09 FEB 2018
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	The three founding members will be indefinite trustees. The other 3 first trustees have been appointed for a period of 3 years and can be reappointed up to 3 times. Apart from the first charity trustees, every trustee must be appointed for a term of 3 years by a resolution passed at a properly convened meeting of the charity trustees.

Additional governance issues (Optional information)

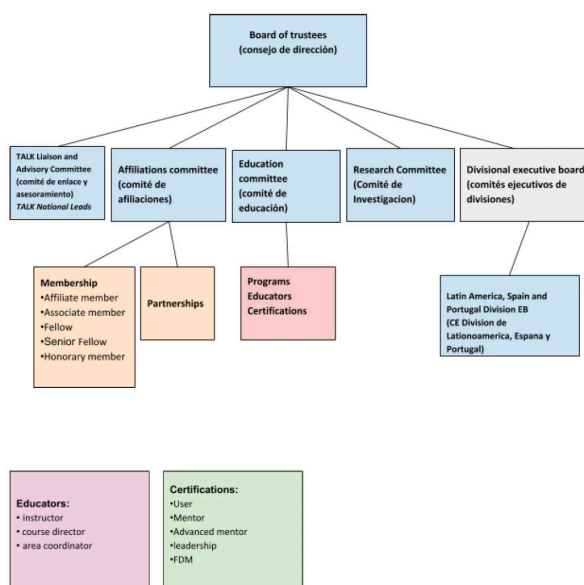
You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Organisation has the following Policies & Procedures in place:
(The date following each title is the date of the latest revision, all available on request)

Affiliations Committee Terms of reference (May 2020)
 Business plan v3 (May 2019)
 Code of Conduct (October 2020)
 Conflicts of Interest (September 2020)
 Contractor Agreement (December 2020)
 Declaration on Appointment (April 2018)
 Disciplinary Procedure for Staff (April 2020)
 Disciplinary Policy and Procedure for Volunteers (April 2020)
 Education Committee Terms of reference (March 2020)
 Equality Policy (September 2020)
 Financial Controls Policy (January 2020)
 Fit and proper person declaration (April 2018)
 Fundraising Policy (March 2021)
 Memorandum of Understanding (May 2020)
 TALK Research Committee Terms of reference (March 2020)
 TALK Foundation Constitution (2016)
 Volunteer management policy (March 2020)

Organisational chart (Organigrama)



Summary of the objects of the charity set out in its governing document

For the public benefit to advance the education of clinical teams in patient safety in such ways as the charity trustees think fit.

Our Vision, Mission and Values focus on maximising the opportunity for healthcare improvement, patient safety and staff wellbeing through the use of TALK, empowering a culture of patient safety through the education of clinical teams ethically, inclusively and positively.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Meetings of the Board of Trustees have been held at least quarterly and minutes are available on request.

The TALK Foundation has worked in parallel with TALK Research and Innovation Staff Exchange grant provided by the European Commission through the Horizon 2020 programme, Marie Skłodowska-Curie Actions, which is funding a 3 year project on the use of the TALK framework for clinical debriefing under grant agreement ID: 734753. The activities have included:

- Development of freely downloadable training materials (<https://www.talkdebrief.org/startingtotalk>)
- International diffusion of TALK concept (Implemented in the UK, Spain, Norway, Denmark, Netherlands, Germany, France, Portugal, Australia, Chile, Singapore, USA, Mexico and Argentina)
- Networking at a national and international level. As a consequence, a strategy advisory board has been developed.
- Formalising collaboration and data-sharing

Other activities have included development of The TALK Foundation webpage <https://www.talkdebrief.org/talk-foundation> and the opening of TALK Foundation bank account (through CAF Bank).

In addition to the above activities, the TALK Foundation has focused on development of the charity's infrastructure:

- into committees and divisions, including appointment of key individuals and development of guiding documents (such as specific terms of reference)
- introduction of non-voting members (definition of terms and admission policies)
- Further development of appropriate policies and procedures (Business plan, Financial policy and Volunteer Management policy).

Trustees are aware of the Section 17(5) of the Charities Act and the Charities (Accounts and Reports) Regulations 2008 and this has been considered when planning the charity's activities. Whilst it is recognised that the TALK tool is a commercially viable product, the aim of the Foundation is to ensure that any surplus is used for public rather than personal benefit.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

This remains a young CIO, and the emphasis during initial stages has been on building a solid framework both with regard to organisational / legal guidance and volunteer workforce development.

Furthermore, the TALK Foundation is the legacy to the TALK Research and Innovation Staff Exchange grant provided by the European Commission through the Horizon 2020 programme. This Marie Skłodowska-Curie Actions grant is funding a 3 year project on the use of the TALK framework for clinical debriefing under grant agreement ID: 734753.

The natural course of the EU funded project has mandated a similar pace at Foundation level. All materials and international network generated as outcomes of this work will be passed on to the TALK Foundation at the end of the project, which has been delayed due to the COVID-19 pandemic.

Summary of the main achievements of the charity during the year

The Charity has focused on further defining the key services and activities offered by the Foundation and continued development of the resources to support these services and activities.

The TALK RISE project has entered its final year, following the delay due to COVID. There has been an emphasis on international promotion of the Foundation, coinciding with the RISE phase of international dissemination.

The outcome of this dissemination has revealed the need to accelerate our infrastructural development, which has resulted in the further development of committees and divisions as well as the introduction of non voting members categories. (See details in organisational chart, section B).

Previous achievements included development and review of Foundation documentation, as well as policies and procedures:

- Code of Conduct
- Financial controls policy
- Disciplinary Policy and Procedure for Volunteers
- Disciplinary Procedure for Staff
- Affiliations Committee Terms of reference
- Conflicts of Interest
- Contractor Agreement
- Equality Policy
- Fundraising Policy
- Development of a Memorandum of Understanding template document

During this financial year, we developed further the business plan (April 2021 –March 2024).

The initial three-year period for Trustees ceased in February 2021. MAP, SB and ELC agreed to continue in their roles for a further 3 years.

There has been further development of the TALK website and the creation of memberships. Criteria for discounts in membership and courses according to income has been instituted. It entails a stratified approach to fees according to residence in low, middle or high income countries, and for the latter according to profession.

The TALK Foundation organisational chart has been further developed and updated.

There has been significant course development and initiation of a course management system - this includes educational materials / local training sessions for TALK, as well as an instructor guide.

Section E Financial review

Brief statement of the charity's policy on reserves

The TALK Foundation does not currently have a policy on reserves. The charity is starting to raise initial funds for its activity. Development of a reserve policy will be a point for future action.

All reserves would be used to strengthen the financial basis of the charity in line with its stated objectives.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Current / potential sources of income:


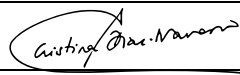
- Donations
- Memberships
- Income from educational courses pertaining to the TALK clinical debriefing tool, from interested healthcare institutions.
- Grants applied for, from NGOs and specific philanthropic organisations with an interest in funding healthcare and patient safety (none received yet).

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Dr Sonia Pierce	Dr Cristina Diaz-Navarro
Position	Secretary	Chair
Date	22/01/2022	22/01/2022



Receipts and payments account

For the period from	Period start date 06/04/2020	To
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £
A1 Receipts			
Teaching fees	686	-	-
Course fees	4,478	-	-
Memberships	42	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
Sub total (Gross income for AR)	5,206	-	-
A2 Asset and investment sales, (see table).			
	-	-	-
	-	-	-
Sub total	-	-	-
Total receipts	5,206	-	-
A3 Payments			
Zoom meeting subscription	144	-	-
Bank account fees	69	-	-
Website charges	227	-	-
Foreign currency transaction fees	18	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
Sub total	458	-	-
A4 Asset and investment purchases, (see table)			
	-	-	-
	-	-	-
Sub total	-	-	-
Total payments	458	-	-
Net of receipts/(payments)	4,748	-	-
A5 Transfers between funds	-	-	-
A6 Cash funds last year end	1 782	-	26/01/2022

Cash funds this year end	5,530	-	-
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Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £
B1 Cash funds		-
		-
		-
	Total cash funds	5,530

(agree balances with receipts and payments account(s))

OK

Categories	Details	Unrestricted funds to nearest £
B2 Other monetary assets		-
		-
		-
		-
		-
		-

Categories	Details	Fund to which asset belongs
B3 Investment assets		

Categories	Details	Fund to which asset belongs
B4 Assets retained for the charity's own use		

Categories	Details	Fund to which liability relates
B5 Liabilities		
CCXX R3 accounts (SS)	3	26/01/2022

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name



Dr A. H. H.

177093

units

Period end date
05/04/2021

CC16a



Total funds
to the nearest £

Last year
to the nearest £

686	-
4,478	-
42	-
-	-
-	-
-	-
-	-
-	-
5,206	-

-	-
-	-
-	-

5,206	-
-------	---

144	-
69	-
227	-
18	-
-	-
-	-
-	-
-	-
-	-
458	-

-	-
-	-
-	-

458	-
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4,748	-
-	-
782	-

5,530	-
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Restricted funds

Endowment funds

to nearest £

to nearest £

-
-
-
-

-
-
-
-

OK

OK

Restricted funds

Endowment funds

to nearest £

to nearest £

-
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-
-

-
-
-
-
-
-

Cost (optional)

Current value (optional)

-
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Cost (optional)

Current value (optional)

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Amount due (optional)

When due (optional)

-

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-	
-	
-	
-	

name	Date of approval
adfield	24/01/2022