Trustees meeting held at Hinsley Hall, Leeds, Friday October 10th 2025 (2pm to 3pm)

Fr Paul opened with a prayer, prayed for Karla and Veronica.

In Attendance

Paul Fletcher (PMF), Frankie Berry (FB); Theresa Higgins (TH).
Joselyn Taylor (JT) as Chair.
Peter McDonough (PMD) as minute taker.

Matters arising from last year

FB noted that fundraising continues to be an ongoing challenge.

FB also mentioned that people need guidance on how to use the QR code on the website. There appear to be good resources available online, and it is important to keep encouraging people to make use of them.

One person donated £30 via PayPal. PMD will approach them to confirm whether it was a general donation or intended for signed Masses (it was for signed Masses).

Joselyn's (Chair) report

JT gave her brief report. She noted that the Constitution still requires further work and that policies need to be created for 'Conflict of Interest', 'Safeguarding', and 'Risk Assessment'. She expressed a strong belief that a BSL training course should be offered to seminarians at Oscott College, and mentioned the possibility of obtaining funding from the Anchor Foundation to support this. JT also suggested that the CDA should appoint a Fundraising Officer. PMD explained about David, who had met Susan in Stafford. He is a Catholic who had not previously known about the CDA and is a retired accountant. PMDr has been in contact with him and felt he might be a suitable candidate for the Fundraising Officer role. JT concluded her report by stating that she is focusing on developing the Council so that each member can contribute their expertise in their respective areas.

PMF thanked JT for her report. FB raised the question of whether volunteers need DBS checks for working with vulnerable adults.

Finance

PMD showed the balances in our CDA accounts:

Income (for CDA conference): £13,341.18

Bank balances (as of today):

Treasurer account: **£40,207.06**

Investment account: **£13,787.75**

Trustees meeting held at Sheraton Hotel, Blackpool, Saturday 14th March 2026

Prior to the one day Conference

Fr Paul opened with a prayer.

In Attendance

Paul Fletcher (PMF), Frankie Berry (FB); Theresa Higgins (TH).
Joselyn Taylor (JT) as Chair.
Peter McDonough (PMD) as minute taker.

Trustees happy to approve meeting of last meeting held at Hinsley Hall, 10th October 2025.

The account has been successfully switched from Virgin Money, but this only applied to the current account. PMD has now provided another form for Joselyn to sign so that we can request the switch of the investment account.

Report from Chair

There was no Safeguarding policy in place when Joselyn took over as Chair. We held a Conflict of Interest Zoom training session which was attended by seven people.

Peter will download the recorded meeting and send it to Theresa, Frankie, and Joselyn via WeTransfer.

Paul thanked Joselyn for her work on the Safeguarding policy.

Paul then explained that we need a separate safeguarding email address. Theresa has agreed to act as Safeguarding Co-ordinator. Frankie and Paul will be the advisers.

Date of Next Trustees' Meeting

Friday evening 25th September, possibly at Farm Street (Jesuit) at around 4.00pm before evening meal.

Trustees meeting held at London Jesuit Centre, London, Friday 25th September 2026

Fr Paul opened with a prayer.

In Attendance

Paul Fletcher (PMF), Frankie Berry (FB); Theresa Higgins (TH).
Joselyn Taylor (JT) as Chair.
Peter McDonough (PMD) as minute taker.

Trustees happy to approve meeting of last meeting held at Blackpool Sheraton Hotel, 14th March 2026. No matters arising.

PMF informed the group about a letter drafted by Julian Filochowski, Chair of the Jesuit Social Fund, addressed to Archbishop Richard Moth. The Jesuit Social Fund had previously provided a £5,000 grant to cover the cost of interpreters, and PMF has had several discussions with them since last year. Fr Gerry Mitchell is also a member of the committee. The Chair expressed concerns about the way provisions are currently being offered to the Deaf community. PMF shared the letter with us confidentially because, although he felt the letter to Archbishop Moth was good, it was not sufficiently clear about what action or response it was requesting. PMF asked everyone to read the letter and provide feedback. Joselyn explained that the barriers faced by the Deaf community need to be clearly specified. These include the provision and availability of interpreters, the limited number of priests who can sign, and the distance many Deaf people have to travel to attend a signed Mass. FB added that the letter should include possible solutions and concrete suggestions for improving provision. PMF felt that the letter would carry greater weight if the Chaplain (PMF) and the Chair of the CDA (JT) were also able to meet with Archbishop Moth face-to-face. PMF suggested that the letter could be a 'foot in the doorway', creating an opportunity to raise Deaf Awareness within the Church and, ultimately, to improve accessibility and provision for the Deaf community. PMF thanked everyone for their feedback.

PMF had a meeting with FB and TH on 16th of April to work on safeguarding and finalise the policy. They tested the text messages to make sure they worked. Frankie also said she felt that the first line on the flyer should be in bold.

Report from Chair

JT reported that she was pleased with the Safeguarding Policy, which is available on our website.

JT expressed concern about Peter's well-being, seeing that he has two roles as Treasurer and Secretary. She feels that the Council should take on some of these responsibilities. Could Dorothy take on the role of Secretary? Currently, Dorothy is doing a sterling job producing the monthly CDA newsletter. If she does take on the role of Secretary, perhaps someone else could take over the CDA newsletter, not necessarily every month, but perhaps once every two or three months. Perhaps Dorothy could start small, for example, by taking the minutes or acting as an 'assistant secretary'.

JT also wondered whether somebody else could take on responsibility for the website? PMD pointed out that he actually enjoys managing it. He explained that although he had spent a lot of time revamping the website in late March and early April while recovering from his illness, since then, it has been a matter of maintaining it. He is happy to continue doing this. However, he pointed out that we do need a mobile app and felt that this was something he could not do. It would be better if someone else could take this on. He is aware that Martin Schwarzacher has been looking for someone who could develop the app, and hopefully will will find someone.

JT wants to create a three-year plan with clear action plans and timelines. Joselyn said we now have Mission statement and her proposal for a three year plan was that we could look at the use of technology, how we can make better use of our finances, and where CDA is now and where we want to be in three years. Membership is dwindling. We need to consider what events we can organise, as we currently only have Lindisfarne planned for 2028. Possible ideas: clergy training days; spiritual retreat days to foster spiritual growth; working with other national organisations, such as the BDA; developing fundraising activities, as we currently do not have a fundraiser.

Finance

PMD said that Susan Myatt, the Independent Examiner, was happy with the accounts for 2025. She explained that the accounts were more straightforward than those for the previous year. There are now two columns, allowing for comparison of the income and expenditure for both 2024 and 2025.

AOB

Frankie informed us that she is retiring from chaplaincy in Dublin. However, she is happy to continue as a Trustee for the CDA, although she is conscious of the cost of attending our meetings. PMF asked when she would be retiring, she confirmed that her retirement will be on Tuesday 29th September.

We also discussed Joselyn's term as Chair of the CDA. PMF hoped that Joselyn would continue for another three-year term. PMF mentioned that, when it is time to appoint a new Chair in three years' time, we should consider looking for a suitable person from outside the Council. FB mentioned the 'Board Match' system, which is available to help organisations search for and appoint suitable people for board roles and suggested that this could help us find the right person for the role of Chair.

Date of Next Trustees' Meeting

6th March 2027 Blackpool day conference.
PMD to book a small room at 9.30am for an hour.

CHARITY COMMISSION FOR ENGLAND AND WALES

Charity Name	No (if any)
Association for the Catholic Deaf Church of Great Britain and Ireland	262362

Receipts and payments accounts

CC16a

For the period from	Period start 01/01/2025	To	Period end 31/12/2025

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds R&P caabook to the nearest £	Last year 2024 to the nearest £
A1 Receipts					
Donations & Legacies	6,253	-	-	6,253	2,685
Donation Interpreters	3,255			3,255	
Training course in advance 2026	425			425	
Memberships	770	-	-	770	790
Course income in advance for 2025	-	-	-	-	160
Sale of goods	242			242	
Other income	-	-	-	-	127
Bank interest	502	-	-	502	254
Website refund	67	-	-	67	974
2025 Delepate conf money	-	-	-	-	295
Conference 25 Hinsley	13,437			13,437	
Blackpool	1,440			1,440	
		-	-	-	-
Sub total(*Gross income for AR)*	26,391	-	-	26,391	5,285
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-

Sub total	-	-	-	-	-
Total receipts	**26,391**	-	-	**26,391**	**5,285**
A3 Payments					
Conference 25 Hinsley	**12,138**			**12,138**	-
Blackpool	**1,469**			**1,469**	
Merchants goods	**635**			**635**	
Course costs 2025 conf venus deposit	-	-	-	-	**500**
Avertisment	**96**	-	-	**96**	-
Interpreter costs	**523**	-	-	**523**	-
Computer expenses	**630**	-	-	**630**	**567**
Insurance	**151**	-	-	**151**	**151**
Printing, postage, stationery	**424**	-	-	**424**	**342**
Subscriptions	**60**			**60**	
Travel and subsistence	**525**	-	-	**525**	**456**
Other expenses	**50**	-	-	**50**	**278**
Bank charges	**271**	-	-	**271**	-
	16,972	-	-	**16,972**	**2,294**
Sub total					
A4 Asset and investment purchases, (see table)	-	-	-	-	
	-	-	-	-	
	-	-	-	-	-
Sub total					
	16,972	-	-	**16,972**	**2,294**
Total payments					
	9,419	-	-	**9,419**	**2,991**
Net of receipts/(payments)	-	-	-	-	-
A5 Transfers between fun	**23,509**	**11,510**	-	**35,019**	-
A6 Cash funds last year e	**32,928**	**11,510**	-	**44,438**	**2,991**

Cash funds this year end

Section B Statement of as

Categories

B1 Cash funds

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest
Treasurer Account	19,528	11,510	-
Business Reserve Account	13,401	-	-
	-	-	-
Total cash funds	**32,928**	**11,510**	**-**

receipts and payments account(s))

B2 Other monetary assets

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest
Venue deposit	500	-	-
		-	-
		-	-
	-	-	-
	-	-	-
	-	-	-

B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-

Details	Fund to which asset belongs	Restricted	Current value (optional)

Resticted Funds

Total restricted fund 31/12/24

Louise Johnson Fund		**5,612**	**-**
Retreat Fund		**2,276**	**-**
Deaf Ministry Courses		**1,345**	**-**
YACDA		**843**	**-**
North East Area Fund		**321**	**-**
Sacramentary Fund		**1,113**	**-**
		-	**-**
		-	**-**
		11,510	**-**

B5 Liabilities

Details	**Fund to which liability relates**	**Amount due (optional)**	**When due (optional)**
2026membership	Unrestricted	**80**	
2026 CCRS Training	Unrestricted	**460**	
		-	
		-	
		540	

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

Signature	Print Name	Date of approval
[signature]	THERESA HIGGINS	26 Sept 2026
P. M. Fletcher	PAUL M. FLETCHER	26/9/2026

Independent Examiner's Report to the Charity Trustees

Independent examiner's report to the charity trustees of: Catholic Deaf Association.

I report on the accounts of the Trust for the year ended: 31st December 2025.

Respective responsibilities of charity trustees and examiner

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the Charities Act (Northern Ireland) 2008.

It is my responsibility to:

- Examine the accounts under section 65 of the Charities Act.
- Follow the procedures laid down in the general Directions given by the Commission under section 65(9)(b) of the Charities Act.
- State whether particular matters have come to my attention.
-

Basis of independent examiner's report

I have examined your charity accounts as required under section 65 of the Charities Act and my examination was carried out in accordance with the general Directions given by the Charity Commission for Northern Ireland under section 65(9)(b) of the Charities Act.

My examination included a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as charity trustees concerning any such matters.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. That accounting records were not kept in accordance with section 63 of the Charities Act.
2. That the accounts do not accord with those accounting records.
3. That the accounts do not comply with the accounting requirements of the Charities Act.
4. That there is further information needed for a proper understanding of the accounts to be reached.

CCNI ARR07 – supporting document 4 August 2016

Independent examiner's statement

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission for Northern Ireland, I have found no matters that require drawing to your attention.

Name: Susan Myatt
Address: Romesco Way Stafford
Date: 8th October 2026

]

Relevant professional qualification or body: None (Independent Competent)