







community fundraising that they were given.  
XX

- There is a target for corporate sponsorship for the first time.
- The expenditure figure for professional and legal fees has been increased from £6,000 to £16,000 to allow for the costs associated with planning permission.

Comments/questions

- XXX  
XX
- There is some growth to be done on Gift Aid. The higher performing shops have met their Gift Aid targets.
- XXX  
XX
- The new contract with Assisi is going ahead following its acquisition of Burns. Food deliveries are being received at Hillcrest but the amount of donated food didn't increase when kennel numbers increased at Hillcrest, so income from the Supper Club is used for additional food as needed. Pets at Home vouchers can also be used for food as required.
- The pet food bank at Hillcrest still regularly receives referrals for help, and NJ uses donated stock for that.
- There is no money allocated to North Wales development this financial year as the North Wales Group will be tasked with looking at the viable options for a low cost shop in the area.

The draft budget for 2025-26 was approved.  
Proposed: TDu Seconded: AS  
Unanimously agreed.

**Hillcrest development report** on Google Drive

b) Comments/questions

- The proposal is a viable way to move forward with the development of Hillcrest through grant funding, with minimum disruption to the dogs on site. It would have a flexible use for the future and isn't a very complex development, so external contractors should be able to get on with.
- XXX  
XXXXXXXXXXXXXXXXXXXXXXXXXXXX
- ME asked if this model of kennel pods, housed within a steel structure, has been used elsewhere, what the thermal performance of the building would be in summer and winter, and also if solar panels on the roof have been considered.
- AT was concerned about the sensory aspect of the pods being within another structure, resulting in less stimulation for the dogs.
- TDo said the proposed design is similar to the existing set up - a three sided shelter over the kennels. The pods would be insulated and the steel structure would provide protection from the weather, with infrared panels providing a more robust way to heat the pods. Forced air ventilation could be priced up to ventilate the kennels during the summer.
- ME recommended that thermal modelling be done to determine the temperatures through the seasons, ensuring the development will be suitable. The modelling would need to take account of the pods, within the steel structure, and the dogs/staff within the pods. ME may have some contacts at Cardiff University that can help.
- NH asked if matting could be used to keep the proposed parking area looking green but TDo said as the soil is very clay heavy it would need to be a gravel surface.
- The development would be a modular project and could be funded for individual parts.

It was proposed to agree to Stage 1 of the proposal for Hillcrest development.  
Proposed: MG Seconded: JN

c) **Reserves policy** on Google Drive

As operating costs are broadly the same as last year (increases to staff costs due to changes to NI and the Minimum Wage have been covered by cuts to bank staff) trustees felt that the reserves figure is still realistic at £230,000 over a three to six month period.

d) **Trustee skills analysis** on Google Drive

This was moved to the next meeting for discussion as it has not been completed by all trustees yet.  
**ACTION: CL** to add Trustee Skills Analysis to the next agenda.

e) **Format and presentation of financial information to Board meetings**

This item was not discussed as the action point was closed under **111** above.

f) **CIO Registration Update** documents on Google Drive

The Charity Commission is happy with the documents as presented, so the CIO should go through without problems once voted for at the AGM. Trustee registration forms will need to be completed nearer to the time. After the AGM the Charity Commission has to be sent the signed, dated resolutions within

