



**Diabetes
Care Trust**
Help Us to Care

**DIABETES CARE TRUST (ABCD) Ltd
Business meeting of the trustees**

**Friday 7th June 2024
11:00am – 1:00pm**

[Mary Ward House Conference Centre](#), 7 Tavistock Place, London, WC1N 9SN

AGENDA

Paper number

1. Welcome and apologies.
2. Conflicts of interest and incident reporting
3. Review of minutes and matters arising from minutes of meeting held on 17th November 2023 1
4. Finance 2
 - 4.1 Review of Tenders for Accountants 2
 - 4.2 Update from Finance Group Working Party
5. Research Grants
 - 5.1 Iskander Idris, Chair of ABCD Academic Subcommittee to join via Zoom (at 11:30am) to present Joint fellowship grant with Novo Nordisk Research Foundation proposal.
6. Educational Programmes Overseas (Ketan Dhatariya).
7. Updating DCT Website (Ketan Dhatariya)
 - 7.1 Creating new graphics.
 - 7.2 Fundraising options
8. Governance
 - 8.1 Declaration of Interest Report 3
 - 8.2 Trustee Board Composition Review 4
 - 8.3 Governance documents for review and approval
 - a) Privacy Policy 5a
 - b) Sustainability Policy – NEW POLICY RECOMMENDED FOR DISCUSSION 5b
 - c) Trustee Terms of Reference 5c
 - d) Trustee Manual 5d
 - e) ABCD Treasurer and Honorary Secretary Job Descriptions 5e
 - f) ABCD Terms of Reference 5f
 - 8.4 Charity Commission Governance Code Review and discussion
 - a) Principle 4 decision making, and control 6a
 - b) Principle 5 Board Effectiveness 6b
9. Reports
 - 9.1 Finance update (DCT, ABCD, BJD) 7a,7b,7c
 - 9.2 ABCD Report 8
 - 9.3 BJD Report 9
10. Any other Business