

Who can be a Trustee



working for the voluntary & community sector in our area

Who can be a Trustee?

Legal Requirements

You must be at least 16 years old to be a trustee of a charity that is a company or a charitable incorporated organisation (CIO), or at least 18 to be a trustee of any other charity.

You must be properly appointed following the procedures and any restrictions in the charity's governing document.

You must not act as a trustee if you are disqualified, unless authorised to do so by a waiver from the Charity Commission. The reasons for disqualification include:

- being bankrupt (undischarged) or having an individual voluntary arrangement (IVA)
- having an unspent conviction for certain offences (including any that involve dishonesty or deception)
- being on the sex offenders' register

For more detailed information look at the Charity Commission's automatic disqualification guidance:- <https://www.gov.uk/guidance/automatic-disqualification-rule-changes-guidance-for-charities>

There are further restrictions for charities that work with children or adults at risk.

For more safeguarding information for charities:- <https://www.gov.uk/guidance/charities-how-to-protect-vulnerable-groups-including-children>

Practical Requirements

It is equally important to look at the positive contribution you can make. You must be committed to the aims of the charity and able to give sufficient time to your role as a trustee. This includes:

- Attending trustee meetings and the 'Annual General Meeting'
- Reading papers before each meeting
- Making a contribution during meetings
- Making decisions in the best interests of the charity
- Ensuring that the minutes of meetings accurately reflect discussions and decisions
- Making sure you know enough about the charity to make informed decisions on its behalf

You may also be able to make a particular contribution to the charity.

For example:

- You may have certain skills / knowledge
- You may know influential people in the area, who may support you
- You may have experience of doing the same type of work as your charity
- You may be an enthusiastic fundraiser or events organiser
- You may be someone who is or has been a beneficiary of the charity
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This list is not exhaustive.

The best management committees have different people contributing different skills. In that sense it's an advantage if you don't have the same experience and contacts as your fellow trustees.

For more information visit the Charity Commission website at:

www.charitycommission.gov.uk

CVA Blyth Valley can help you with information, advice and support about Trustee requirements.

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