

Trustee Information (April 2024)

What is a charity trustee?

Our trustees have the legal duty to manage the affairs of the charitable incorporated organisation (CIO), and exercise all the powers of the CIO in that duty.

In particular, they manage and oversee the charity's:

- **Finances**, including our bank account and independent examination of our accounts
- **Employment**, including our human resources policies
- **Safeguarding**, supporting our safeguarding officer
- **Membership**, legally approving those who are members of our church
- **Compliance to charity law**, including our annual return to the Charity Commission.

Through this service, they support the pastor as he leads the church. They meet at least four times a year, with some business conducted over email and other correspondence.

Charity trustees:

- Must exercise his or her powers and to perform his or her functions in the way he or she decides in good faith would be most likely to further the purposes of the CIO and with such care and skill as is reasonable in the circumstances to expect
- Will be expected to take on particular functions and jobs that serve the overall work of the charity
- Must, upon election, sign an **Eligibility Declaration** and a **Fit and Proper Persons Declaration**, and undergo an enhanced DBS check overseen by our Safeguarding Officer.
- Will, upon election, be given a copy of the charity's constitution, latest accounts, and the Charity Commission's guidance on being a charity trustee.

Who is eligible to be a charity trustee?

You must be **at least 16 years** old to be a trustee of a CIO.

You must be a **member of the church** and also subscribe and adhere to, in belief and lifestyle, the Trustee Statement of Faith as stipulated in Appendix 2 of the charity's constitution.

You must **not be disqualified by law** from serving as a trustee, unless authorised to do so by a waiver from the Charity Commission.

This includes anyone who has an unspent conviction for:

- an offence involving dishonesty or deception
- specified terrorism offences or being a designated person (under specific anti-terrorist legislation)
- a specified money laundering offence
- contravening a Charity Commission Order or Direction
- offences of misconduct in public office, perjury, or perverting the course of justice

Automatic disqualification rules also apply to people who are:

- currently declared bankrupt (or subject to bankruptcy restrictions or an interim order) or have an individual voluntary agreement (IVA) with creditors
- on the sex offenders' register
- disqualified from being a company director
- removed from a trustee role by either the Commission or the High Court due to misconduct and/or mismanagement



Central Church Warrington Trustee Nomination Form

	<i>Proposer</i>	<i>Secunder</i>
We <i>(insert names)</i>		
of <i>(insert addresses)</i>		
Being members of the church		
Hereby nominate <i>(insert name)</i>		
of <i>(insert address)</i>		
as a candidate for election as a trustee at the meeting to be held on:		
Signed	<i>(proposer's signature)</i>	<i>(secunder's signature)</i>
I declare that I am 16 years or over and am eligible to act as a charity trustee. I also declare that if elected, I consent to serve.		
Signed	<i>(nominee's signature)</i>	