

**April 2022**

## **The 'Village Hall' needs another Trustee: Could You Help?**

### ***Why the need?***

Hepworth Community Association runs the Village Hall. It lets space in the Hall, it runs events and it keeps the Hall in a good state of repair, extending and improving its facilities. It currently has 5 elected Trustees, 1 of whom stands down, by rotation, at the AGM, each year and the Association will be looking to elect a replacement. Without the Trustees there could be no Community Association and without the Community Association there would be no Village Hall, a major village venue for many different activities and events. Would **you** like / be prepared to join the team?

### ***What are the responsibilities of a Trustee?***

In all registered charities, it is the Trustees who have ultimate responsibility for ensuring that the charity is run properly. In our Community Association, the majority of decisions are made at the Monthly Meeting (second Monday of the month, 7.30pm, everyone welcome - members and non-members) by all members of the Association, but it is still necessary for us to have Trustees, answerable to the Charity Commission. The Trustees meet about 4 times a year and their principal tasks are to ensure that the HCA is making appropriate financial decisions, is efficiently run and is complying with charity law and with other regulations which affect us. They also try to think ahead, and ensure that the Monthly Meeting is well-briefed on decisions it must take. Our Trustees are insured in the very unlikely event of their making serious, honest mistakes when carrying out their duties. The Charity Commission has issued guidance on the role of Trustees at:

<http://www.charity-commission.gov.uk/Publications/cc3a.aspx> (summary) and  
<http://www.charity-commission.gov.uk/Publications/cc3.aspx> (more detailed guidance).

The Association's most recent accounts, its Trustees Annual Report and its Governing Document (= constitution) can all be viewed on the Village Hall web-site, ([www.hepworthvillagehall.org.uk](http://www.hepworthvillagehall.org.uk)).

### ***What do you need to do to become a Trustee?***

First, you need to be a member of the Community Association. If you are not already a member, you can quickly and easily become one: you can either download a Membership Form from the Village Hall web-site or you can ask the Secretary, Alan Brook (tel: 07591 542865), for details.

Second, you will need to let Alan know, by Monday, May 2<sup>nd</sup> 2022, that you would like to stand for election on Monday, May 9th. Third, you will need to confirm that you meet the basic eligibility requirements of the Charity Commission (eg that you are not an undischarged bankrupt) and that you know of no factors which would make you an unsuitable Trustee. All very straight-forward!

All organisations regularly need new blood, and we look forward to welcoming a new Trustee: might it be **you**? Do please give it your consideration.