

The Old Spot Trust

Responsibilities of Trustees

Key role

To develop and manage the reputation of The Old Spot Trust by making sure its positive profile is developed and maintained in an effort to engage people and encourage community spirit and charitable support throughout Gloucestershire.

Key accountabilities

To undertake a key role, as an Old Spot Trust Trustee, in helping charities, community groups and other non-profit-making organisations in Gloucestershire

To attend meetings of The Old Spot Trust Board of Trustees and as many publicity or fund-raising events as possible each year

To plan and help organise a variety of fund-raising events throughout the year

To allocate and distribute the Old Spot Trust's funds in accordance with its criteria and terms of reference

To represent The Old Spot Trust Board of Trustees at events when required

To speak on behalf of The Old Spot Trust Board of Trustees when required

To actively seek opportunities to publicise The Old Spot Trust

To ensure the Trust is managed in a spirit of openness, honesty and probity

To make sure any necessary legal, financial or administrative functions are carried out on behalf of The Old Spot Trust

To visit any applicants in Gloucestershire when required

To ensure there is no conflict between personal, professional, other charitable and Trust interests and to declare any interest before Board discussions

To make sure the Trust's Constitution is upheld and reviewed as necessary

To make sure any information which may affect the Board of Trustees or be of interest to it is brought to its attention.

Transparency and financial probity

Voting at Board meetings will be on the basis of one vote per individual

Trustees will not draw any salary but can take reasonable expenses, as agreed by the Board.