

EAST GRINSTEAD u3a TRUSTEE CODE OF CONDUCT

Purpose

This Trustee Code of Conduct is an agreement between East Grinstead u3a and individual committee members and outlines the expected standard of behaviour from Trustees in performance of their role.

Trustee Code of Conduct

- U3a Trustees must work together as a team and are collectively responsible for controlling the management and administration of the u3a.
- Trustees should make themselves aware of guidance from their charity regulatory authority. Trustees must read the Charity Commission leaflet CC3 entitled 'The Essential Trustee – what you need to know, what you need to do' which can be downloaded from the Charity Commission website
- Trustees must comply with Charity Law (as required by the relevant regulatory authority) and the requirements of the Charity Commission as regulator.
- Trustees are expected to know, follow and promote the principles of the u3a movement at every opportunity.
- Trustees must always act in the best interests of East Grinstead u3a and the u3a Movement, strive to uphold its reputation and never do anything which could bring East Grinstead u3a or the u3a Movement into disrepute or expose it to undue risk.
- Trustees are expected to use East Grinstead u3a's resources responsibly and only to further its stated charitable objects/purposes.
- Trustees are expected to reflect the current organisational policy of East Grinstead u3a, regardless of whether it conflicts with their personal views.
- Trustees are expected to abide by East Grinstead u3a's governance procedures and practices.
- Trustees must never derive any pecuniary benefit (including benefits in kind) from being a Trustee and must notify the Chair of any gifts received.
- Trustees should inform the Chair before accepting an invitation to speak on behalf of East Grinstead u3a.
- Trustees are expected to treat fellow committee members courteously at all times and maintain a respectful attitude towards the opinions of others.
- Organisational, committee and individual confidentiality must be respected at all times.

- All committee members must satisfy the relevant regulatory body's requirements for being Trustees.

Declaration

Current and newly elected Trustees should be asked to confirm their acceptance of the code which should be minuted.

This policy was adopted: 28th April 2023

Review Date: April 2025