

Selby & District u3a Trustee Code of Conduct	Date <b>29/07/20</b>
Selby & District u3a Document 12	Review <b>29/07/25</b>

# Selby & District u3a Trustee Code of Conduct

## 1. Introduction

### 1.1 Purpose

This Trustee Code of Conduct outlines the expected standard of behaviour from Trustees in performance of their role.

### 1.2 Related documentation

Selby & District u3a Member Code of Conduct\*

Trustee Responsibilities – [www.u3a.org.uk](http://www.u3a.org.uk)

Guiding Principles – [www.u3a.org.uk](http://www.u3a.org.uk)

Trustee Induction – [www.u3a.org.uk](http://www.u3a.org.uk)

### 1.3 Definition of a Trustee

All Selby & District u3a committee members are Trustees.

## 2 Trustee Code of Conduct and Requirements

***\*All Trustees must follow the Selby Member Code of Conduct\****

- U3A Trustees must work together as a team and are collectively responsible for controlling the management and administration of the U3A.
- Code of Conduct is an agreement between Selby U3A and individual committee members which clarifies the standard of behaviour expected in the performance of their role.
- Trustees should make themselves aware of guidance from their charity regulatory authority.
- Trustees must comply with charity law (as required by the relevant regulatory authority).
- Trustees are expected to reflect the current policies of Selby & District u3a, regardless of whether it conflicts with their personal views.
- Trustees must never derive any pecuniary benefit (including benefits in kind) from being a Trustee and must notify the Chair of any gifts received.

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- Trustees should inform the Chairman before accepting an invitation to speak on behalf of the U3A.
- Organisational, committee and individual confidentiality must be respected at all times.
- 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 and the requirements of the Charity Commission as regulator.
- Trustees are expected to abide by Selby & District u3a's governance procedures and practices.

### **3 Committee Meetings – specific requirements**

Refer to Running Your U3A found at [www.u3a.org.uk](http://www.u3a.org.uk)

### **4 Declaration**

**Each Trustee to indicate acceptance, by signing and dating a copy after each AGM, that they will follow the above requirements. This document will be kept on file with the secretary.**