

## TRUSTEES' STANDARDS OF CONDUCT

- Case law states that trustees should “exercise the same degree of care in dealing with the administration of the charity as a prudent business person would exercise in managing their own affairs”.
- Trusteeship is normally a voluntary, unpaid office. Section 185 of the Charities Act 2011 details the conditions where it is possible for trustees to be paid for services to a charity (e.g. if they are a builder they can be paid for building work but not for their work as a trustee). A trustee is entitled to be reimbursed for reasonable out of pocket expenses incurred while on charity business.
- All trustees should act exclusively in the best interests of the charity. Therefore, a trustee must not allow a situation to arise where their duty as a trustee conflicts with their own personal interest. Examples of a conflict of interest include a trustee who buys, sells or rents something to or from a charity (e.g. goods, land or building). There would also be a conflict of interest if only close family members or business associates of a trustee were affected by such transaction.
- Trustees must meet regularly enough to ensure they retain control over the running of their organisation. Decisions are taken by a simple majority vote of those trustees present and voting at the meeting, unless the governing document makes some provision such as a casting vote for the Chair, or a governing document to specify a quorum for trustee meetings; otherwise meetings will not be valid unless all trustees are in attendance.
- Trustees no longer need permission from the Charity Commission or their governing document before arranging indemnity insurance.
- Trustee Indemnity Insurance is operative for Chippenham LINK Scheme.