



Approved date	7 th October 2024	Author	Richard Bedford	Issue
Review date	November 2026	Owner	Richard Bedford	1.2

Stroud u3a Trustee Code of Conduct

Introduction

This Trustee Code of Conduct is an agreement between Stroud and District u3a and its individual committee members.

Current Trustees should be asked to accept it and new Trustees should be advised of the code as soon as they join the committee and formally asked to accept it.

There are occasions when a committee member is not a Trustee. Such committee members are, nevertheless, expected to be aware of this Code of Conduct and to adhere to it where appropriate to their role in Stroud u3a.

Purpose

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

Scope

All Trustees of Stroud and District University of the Third Age (Registered Charity No. [1030673](#)).

Trustee Code of Conduct

- A u3a is advised to adopt a Trustee Code of Conduct which is an agreement between a u3a and individual Trustees which clarifies the standard of behaviour expected in the performance of their role.
- u3a Trustees must work together as a team and are collectively responsible for controlling the management and administration of the u3a.
- Trustees must read the Charity Commission guidance 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 of Stroud u3a must comply with Charity Law and the requirements of the [Charity Commission for England and Wales](#) as our regulator.
- Trustees are expected to know, follow and promote the Principles of the u3a Movement (available here on the [u3a website](#)) at every opportunity.
- Trustees must always act in the best interests of Stroud u3a and the u3a movement, strive to uphold its reputation and never do anything which could bring the u3a or the u3a movement into disrepute or expose it to undue risk.
- Trustees must use Stroud u3a's resources responsibly and only to further its stated charitable objects/purposes.
- Trustees are expected to reflect the current organisational policy of Stroud u3a, regardless of whether it conflicts with their personal views.
- Trustees are expected to abide by Stroud 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 the u3a.

- Trustees are expected to always treat fellow committee members courteously and maintain a respectful attitude towards the opinions of others.
- Organisational, committee and individual confidentiality must always be respected.
- All committee members must satisfy the relevant regulatory body's requirements for being Trustees.

Committee Meetings – specific requirements

Please refer to the document Trustee Responsibilities available to download from www.u3a.org.uk/advice.

Declaration

Current and newly elected Trustees should be asked to confirm their acceptance of the code which should be minuted. Alternatively, you can ask each Trustee to indicate acceptance by signing and dating a copy which should be kept on file.

Related documentation

- [Principles of the u3a Movement](#)
- [Member Code of Conduct](#)
- [Executive Committee Arrangements](#)
- [Trustee responsibilities](#)
- [Trustee induction](#)

Support, Advice and Information

The u3a run a number of online workshops to support Trustees, including 'Running your u3a – Information for Trustees'. More information about these workshops and how to book a place can be found on the u3a workshops page: <https://www.u3a.org.uk/members-area/support/workshops>.

All members can also contact the u3a office for information and advice by calling 020 8466 6139 or emailing: u3a.office@u3a.org.uk.

We, the under-signed, hereby confirm our approval of this document and collectively and individually accept the terms set out herein as relevant to us.

Name of Trustee	Signature	Date
Richard Bedford (Officer)		
Ann Furtado		
Peter Furtado		
Elizabeth Hutton		
Gill Oberlin-Harris		
Katherine Kirk (Officer)		
Sylvia Pearse (Officer)		
Alan Severance		
Joan Toon		
Dilys Warren (Officer)		

Name of non-Trustee	Signature	Date
None		

To request to see the most recent signed copy of our Trustee Code of Conduct, please contact the Secretary (secretary@stroudu3a.org.uk).