# TCT Application and Inductionlogo_green.jpg

# Trustee Application Form

Any personal information provided by you will be held by Thornhill Community (TCT) in accordance with the Data Protection Act 2018 and the General Data Protection Regulations. The information you supply on this form is for internal purposes only.

**Name**

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**Address and postcode**

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**Phone number**

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**Email address**

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**TCT Member?**

* Yes
* No

**Declaration**

Please read [OSCR Guidance for Charity Trustees](https://www.oscr.org.uk/guidance-and-forms/guidance-and-good-practice-for-charity-trustees) before signing this declaration.

I declare that:

* I am willing to act as a charity trustee of Thornhill Community Trust.
* I understand the organisations purposes and rules set out in its [Constitution](https://thornhillstirling.org/wp-content/uploads/2023/02/Feb-2023-TCT-Constitution.pdf).
* I am aware of my duties and responsibilities as a charity trustee in terms of [section 66](https://www.legislation.gov.uk/asp/2005/10/section/66) of the Charities and Trustee Investment [(Scotland) Act 2005 (‘the 2005 Act’)](https://www.legislation.gov.uk/asp/2005/10).
* I am not disqualified from being a charity trustee in terms of the 2005 Act – that is:
  + I am not an undischarged bankrupt I have not granted a Protected Trust Deed (PTD)
  + I do not have an unspent conviction for an offence involving dishonesty
  + I do not have an unspent conviction for an offence under the 2005 Act
  + I have not been removed by the Court of Session under the 2005 Act (or earlier legislation) from being a charity trustee or being concerned in the management or control of any charity or body
  + I have not been removed from being a charity trustee by the Charity Commission or the High Court in England due to misconduct or mismanagement
  + I am not disqualified from being a company director.
* **I understand that it is an offence under section 26 of the 2005 Act to knowingly or recklessly provide false or misleading information.**
* **I understand and agree that the personal information I have provided TCT in this form may be used for the purposes listed above in line with** [**TCT Privacy Policy**](https://thornhillstirling.org/wp-content/uploads/2022/02/TCT-Privacy-Policy.pdf)**.**

Signature

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Date

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# TCT Induction

TCT trustees look forward to welcoming you as a new trustee.

In having this information any new board member (trustees) should be:

● Clear about the TCTs purpose and what benefit it provides

● Clear about the financial status and operations of TCT

● Clear about your role within TCT

● Clear about your responsibilities through company and charitable law

TCT will nominate a trustee mentor to help you understand our work and where to find information.

**About Thornhill Community Trust (TCT)**

TCT is a *Scottish Charitable Incorporated Organisation (*SCIO) and is bound by charity laws and the *Scottish Charity Regulator* (OSCR). We are also able to operate as a Development Trust. The aim of a development trust is to create social, economic and environmental renewal in a defined geographical area, creating wealth within that area and keeping it there.

**Our Charitable Purposes**

1. The advancement of community development (including the advancement of rural regeneration) within the Community;
2. The advancement of environmental protection or improvement within the Community;
3. The provision of recreational facilities or the organisation of recreational activities within the Community with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended.

**TCT Trustees (TCT Board)**

Trustees are members who take a lead in TCT by:

* maintaining an overview of the TCT’s activities to ensure the aims of the Trust are fulfilled
* managing the Trust’s finances and responsibilities as a charity
* reporting back to the board about other groups they are involved in
* supporting TCT events and activities
* creating links with other communities
* ensuring volunteers and those attending events are safe and well-treated

Trustees have equal, collective responsibility for these duties.

Trustees are TCT members who either elected by members at an AGM or appointed by the Board outwith this time. If elected they will serve for 3 years and can be re-elected for a further 3 years (maximum 6 years consecutively). Appointed members serve until the AGM following their appointment and are then eligible for election.

A maximum of two non-members can be co-opted on to the Board for specific reasons, e.g. certain required skills.

Following an AGM the Trustees elect from among themselves a Chair, Treasurer, Secretary and Membership Secretary. These serve until the next AGM.

**Time Commitment**

The Board usually meets every 6 weeks. Board members also attend the AGM and any Members’ Meetings which may arise. These meetings are preferably face to face, but can be online.

Between Board meetings communication is via email or online meeting. TCT operates a Google Workspace which gives access to our own gmail address (@thornhillstirling.org) and shared storage via google drive to which all trustees have access.

TCT operates the community website and public TCT policies and documents including the constitution can be accessed there at <https://thornhillstirling.org/thornhill-community-trust/tct-documents/>