

## POWYS ASSOCIATION OF VOLUNTARY ORGANISATIONS

### Election of Trustees for 2018

#### NOMINATION FORM

Prospective trustees should complete the consent to nomination section and secure the endorsement of a member organisation of PAVO prior to submitting the form to PAVO.

#### CONSENT TO NOMINATION

Name .....

Address .....

.....

.....Postcode.....

Tel No (Home).....(Work).....

Mobile No.....E-mail.....

1. I agree to allow my name to go forward as a candidate for election to the Board of Trustees
2. I have read the notes attached (Appendix 1) describing those reasons that disqualify a person from being a trustee of a charity and **confirm that I am not disqualified from being a trustee because of any of the reasons listed in Section 72 of the Charities Act 1993.**

Signed ..... Date .....

Please complete the attached resumé (Appendix 2), which will be distributed to member organisations prior to the AGM and will be taken into consideration during the election process.

## TRUSTEE RECRUITMENT (1)

### ENDORSEMENT OF NOMINATION

Member Organisation .....

This organisation wishes to endorse the nomination of the person overleaf to stand as a trustee of PAVO.

Signed .....

Position .....

Please email this form to [angela.owen@pavo.org.uk](mailto:angela.owen@pavo.org.uk) or post to Angela Owen, PAVO, Plas Dolerw, Newtown, Powys, SY16 2EH, to arrive no later than noon on 8<sup>th</sup> October 2018.

**Ensure that you have secured endorsement of your nomination and attached/enclosed your resumé.**

***Nominees must secure the vote of at least 30% of those casting their vote to be elected to the Board should there be an uncontested election.***

***In the event that the number of nominations for Directors exceeds the number of vacancies the nominees with the greatest number of votes will be elected providing they have also secured the vote of at least 10% of those casting their vote.***

***In the event that fewer than the number of vacancies available secure the vote of at least 10% of those casting their vote the Board will comprise a lesser number than nine elected trustees until the next Annual General Meeting.***

## **Powys Association of Voluntary Organisations**

### **Guidance notes for nomination and endorsement of individuals seeking election as trustees**

- PAVO amended Memorandum and Articles of Association will permit the election of up to nine Trustees and there will be three vacancies for the year 2018.
- The signed consent of the nominee is required and in addition he/she must complete the resumé pro-forma.
- Only organisations that are members of PAVO are eligible to endorse nominees for election as a trustee.
- Nominees need not be a member of a voluntary organisation.
- Trustees act in a personal capacity. Whilst nominations are endorsed by member organisations, those elected do not represent the interests of endorsing or other organisations. Trustees are required under Charity Law to put the interests of PAVO first in all actions taken or decisions made in the course of meetings. (The Trustee Code of Conduct should be read by all potential trustees).
- All nominees will be subject to individual election by means of ballots conducted or concluded at the AGM to be held on 13<sup>th</sup> November 2018 at Cefn Lea, Dolfor, Newtown, Powys SY16 4AJ. **Nominees must secure the vote of at least 30% of the total number of those casting their votes in order to be elected should there be an uncontested election.**

## Appendix 1

### **PERSONS DISQUALIFIED FROM BEING TRUSTEES OF A CHARITY**

From 1<sup>st</sup> January 1993, under the terms of the Charities Act 1992 (subsequently consolidated into Section 72 of the Charities Act 1993) certain people were automatically disqualified from being a trustee of a charity\*. Similarly, certain people who wish to become a trustee cannot by law become a trustee\*.

These people are those who:-

- ◆ have been convicted at any time of any offence involving deception or dishonesty, unless the conviction is legally regarded as spent; or
- ◆ are undischarged bankrupts; or
- ◆ have made compositions with their creditors and have not been discharged; or
- ◆ have at any time been removed by the Commissioners or by the Court in England, Wales or Scotland from being a trustee because of misconduct; or
- ◆ are disqualified from being company directors; or
- ◆ have failed to make payments under County Court administration orders

\*Note: It is possible for people who are disqualified to apply at any time for a waiver from the Charity Commissioners, which, if granted, would allow them to continue as, or become, a trustee.

### **PAVO RESPONSIBILITIES**

PAVO has a responsibility for ensuring that all persons wishing to be elected as a member of the Board of Trustees (and thereby a trustee of Powys Association of Voluntary Organisations) are aware of these provisions. A copy of the Charity Commission leaflet "Responsibilities of Charity Trustees" is available from PAVO and will be sent to those who are elected.

**Appendix 2**

**TRUSTEE BOARD**  
**Resumé of skills, experience and special interests of nominee**  
**NOVEMBER 2018**  
**To be completed by the nominee**

**NAME** .....

**CONTACT ADDRESS** .....

.....

.....**POSTCODE** .....

**TEL (HOME)** ..... **WORK**.....

**EMAIL:**.....

*NB If completed electronically, the following boxes will expand to take all text entered. If completed in hard copy please use continuation sheets if required.*

Current or previous involvement in the voluntary sector and/or understanding of issues facing the sector in Powys:

TRUSTEE RECRUITMENT (1)

Relevant experience – see person specification in Role Description: