



## INDUCTION FOR NEW TRUSTEES

### PAPERWORK

- Declaration of eligibility and agreement for information to be passed to the Charity Commission
- Role description to explain what is required

### ACTIONS

- Introduction to committee
- Formally introduce to members at Members' meeting
- Explanation of committee forum on website
- Explanation of GDPR and signing compliance form

### WEBLINKS FOR NEW TRUSTEES

Charity Commission guidance on what is involved in being a trustee

<https://www.gov.uk/guidance/charity-trustee-whats-involved>

Monmouth U3A Constitution

[https://www.monmouthu3a.com/uploads/4/5/8/9/45897589/14\\_constitution.pdf](https://www.monmouthu3a.com/uploads/4/5/8/9/45897589/14_constitution.pdf)

Monmouth U3A Policies

<https://www.monmouthu3a.com/policies.html>

Trustees report and summary of annual accounts (link needed)

Minutes of the most recent AGM (link needed) and committee meeting

<https://www.monmouthu3a.com/minutes-of-u3a-committee-meetings.html>