

Administrative Committee

8 February 2024



Title	Appointment of Representative Trustees – Laleham Charities Village Hall and Recreation Ground
Purpose of the report	To make a decision
Report Author	Christeen Abee, Senior Committee Manager
Ward(s) Affected	Laleham and Shepperton Green Riverside and Laleham
Exempt	No
Exemption Reason	Not applicable
Corporate Priority	This item is not in the current list of Corporate Priorities but still requires a Committee decision.
Recommendations	Committee is asked to: Agree the appointment of: <ul style="list-style-type: none">• Colin Squire OBE• Matthew Calvert For a period of four years as requested by the Charity.
Reason for Recommendation	The Council has a duty to appoint representative trustees to charities whose charity scheme dictates appointments should be made by the Council.

1. Summary of the report

- 1.1 This report seeks agreement to the proposed appointment of representative trustees to the Laleham Charities – Village Hall and Recreation Ground.
- 1.2 The Laleham Village Hall and Recreation Ground are individual registered charities collectively referred to as “Laleham Charities”. Membership of the Laleham Charities are made up of six ‘competent’ persons and are appointed for a term of four years by the Council in accordance with the Charity Appointments Procedure agreed by the Administrative Committee on 12th October 2023.
- 1.3 Upon a vacancy occurring, the Trustees may recommend an acceptable person as a suitable replacement, provided that person shall through residence, occupation or employment, or otherwise have special knowledge of the area of the Parish of Laleham. Any competent Trustee may be recommended for re-appointment at the expiry of their preceding term of office, by formal notification to the Council.

- 1.4 The Charity was advised the term for two of their current trustee's was expiring and were encouraged to advertise any vacancies. The Charity supplied the Council with the names of the trustees they would like to the Council to re-appoint: Colin Squire OBE, and Matthew Calvert. The nominated trustees have previously served as trustees and meet the criteria set out in the charity scheme. Their credentials are set out in Appendix 3. In accordance with the Charity Appointments Procedure, the ward councillors were informed of the nominations.
- 1.5 In accordance with the Charity Appointments Procedure, both the Charity and ward councillors have been invited to speak regarding the nominations.

2. Key issues

- 2.1 The responsibility for appointing to charities was moved into the remit of the Administrative Committee following a review of committee terms of reference in May 2022.

3. Options analysis and proposal

- 3.1 Option one (recommended): agree the charity's nominations as proposed.
- 3.2 Option two (not recommended): Do not approve the nominations. As the Council appoints the trustees, this would cause a lapse in the positions being filled until the next meeting they could be appointed. This may cause upset with the charity and the local community.

4. Financial implications

- 4.1 There are none.

5. Risk considerations

- 5.1 If the Council were not to approve the nominations, this would cause a lapse in the positions being filled until the next meeting they could be appointed. This may cause upset with the charity and the local community.

6. Procurement considerations

- 6.1 There are none.

7. Legal considerations

- 7.1 There are none.

8. Other considerations

- 8.1 There are none.

9. Equality and Diversity

- 9.1 There are none.

10. Sustainability/Climate Change Implications

- 10.1 There are none.

11. Timetable for implementation

- 11.1 The nominations will be effective on the passing of a resolution by the Administrative Committee.

12. Contact

- 12.1 Committee Services; committeeservices@spelthorne.gov.uk

Background papers: Relevant background papers have been attached as appendices

Appendices:

Appendix 1 – Charity Commission Scheme for the Laleham Charities – Recreation Ground and Village Hall

Appendix 2 – Guidelines for the Body of Trustees Appointed for the Administration of the Laleham Charities

Appendix 3 - Credentials of Colin Squire OBE, and Matthew Calvert