

# Corporate Policy and Resources Committee



07 July 2025

<b>Title</b>	Appointment of Representative Trustee – Staines Parochial Charity
<b>Purpose of the report</b>	To make a decision
<b>Report Author</b>	Karen Wyeth, Democratic Services Manager
<b>Ward(s) Affected</b>	Staines Staines South
<b>Exempt</b>	Report: No Appendix 1: Yes
<b>Exemption Reason</b>	Appendix 1 is exempt as it is likely to involve the disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972
<b>Corporate Priority</b>	This item is not in the current list of Corporate Priorities but still requires a Committee decision.
<b>Recommendations</b>	<p><b>Committee is asked to:</b></p> <p>Agree the reappointment of:</p> <ul style="list-style-type: none"> <li>Daphne Harman</li> </ul> <p>As a Charity Trustee for a further period of four years as requested by the Charity.</p>
<b>Reason for Recommendation</b>	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

What is the situation	Why we want to do something
<ul style="list-style-type: none"> <li>The Council makes five appointments on a staggered basis to Staines Parochial Charity as set out in their charity scheme.</li> </ul>	<ul style="list-style-type: none"> <li>A Trustee's term is due to expire in July, and the Council is responsible for appointing trustees to this Charity.</li> </ul>
This is what we want to do about it	These are the next steps

<ul style="list-style-type: none"> <li>• The Committee to appoint a trustee to the Charity.</li> </ul>	<ul style="list-style-type: none"> <li>• The Committee should agree a nomination so the trustee's position can be confirmed.</li> </ul>
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- 1.1 This report seeks agreement to the proposed appointment of a representative trustee to the Staines Parochial Charity.
- 1.2 The Staines Parochial Charity provides relief either generally or individually to persons who are either resident in the Ancient Parish of Staines, or who within the previous two years have become resident within the area of the former Urban District of Staines having previously lived in the Ancient Parish of Staines, who are in conditions of need, hardship or distress.
- 1.3 The Charity has eight trustees, five of which are appointed by Spelthorne Borough Council for a term for four years. The Council last made an appointment to the Charity in December 2024.
- 1.4 The Charity was advised one of their current trustees term was expiring and were encouraged to advertise any vacancies. The Charity informed the Council with the names of the trustee they wished the Council to reappoint, Daphne Harman. Her credentials are set out in Appendix 1. 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 their nominations.

## **2. Key issues**

- 2.1 The responsibility for appointing to charities was moved into the remit of the Corporate Policy and Resources Committee following a review of committee terms of reference in May 2024.

## **3. Options analysis and proposal**

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

## **4. Financial management comments**

- 4.1 There are none.

## **5. Risk management comments**

- 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 Corporate Policy and Resources Committee.

**12. Contact**

12.1 Committee Services; committeeservices@spelthorne.gov.uk

**Background papers:** *Charity Scheme for Staines Parochial Charity dated 19 May 1953*

**Appendices:**

**Appendix 1 – Credentials of Daphne Harman**