



Bedgebury Foundation Trustee Company
Registration number 1089801

Recruitment- 2024 of at least 2 Trustees

The board has identified a need to recruit two trustees to enable smooth succession on the board and sub committees of the charity. It is hoped new Trustees will join the board by Autumn 2024

Expertise is required in two areas:

- **educating those least able to access the mainstream curriculum, this ideally would be SEND experience and could be in SpLD, Speech and Language, Trauma, or other areas.**
- **Investment management and/or general financial management**

New Trustees will need to be highly engaged in all the activities of Bedgebury Foundation and recognise the time commitment required for this volunteer role.

Please read the following information and if you are interested in applying please submit your CV along with a short statement setting out why you are interested in becoming a Trustee of Bedgebury Foundation to admin@bedgeburyfoundation.org.uk

Background

Bedgebury Foundation was established in 2007 after the closure of Bedgebury School. The remaining assets of the school form an endowment which is used to award grants to improve young people's access to education. Since 2007 the Trustees celebrated awarding over one million pounds in grants to young people and those supporting young people. The current strategy awards grants within the following programmes:

- Inspiring Young Minds offering project related awards to encourage support for a specific theme the theme for 2023/2024 was Speech and Language Communication
- Training for adults, for example teachers and TAs to improve their capability to help vulnerable young people access education
- Schools Partnership in SEND, currently piloting and by invitation only

Roles and Responsibilities of all Trustees

To determine overall strategic direction

To evaluate risk and ensure strategies are in place to minimise it

To ensure high standards of corporate governance

To be accountable to the Charity Commission

To support and promote the development of the Foundation

To safeguard the reputation of the Foundation

To protect the permanent endowment of the Foundation

To develop grant award programmes and approve any grant awards

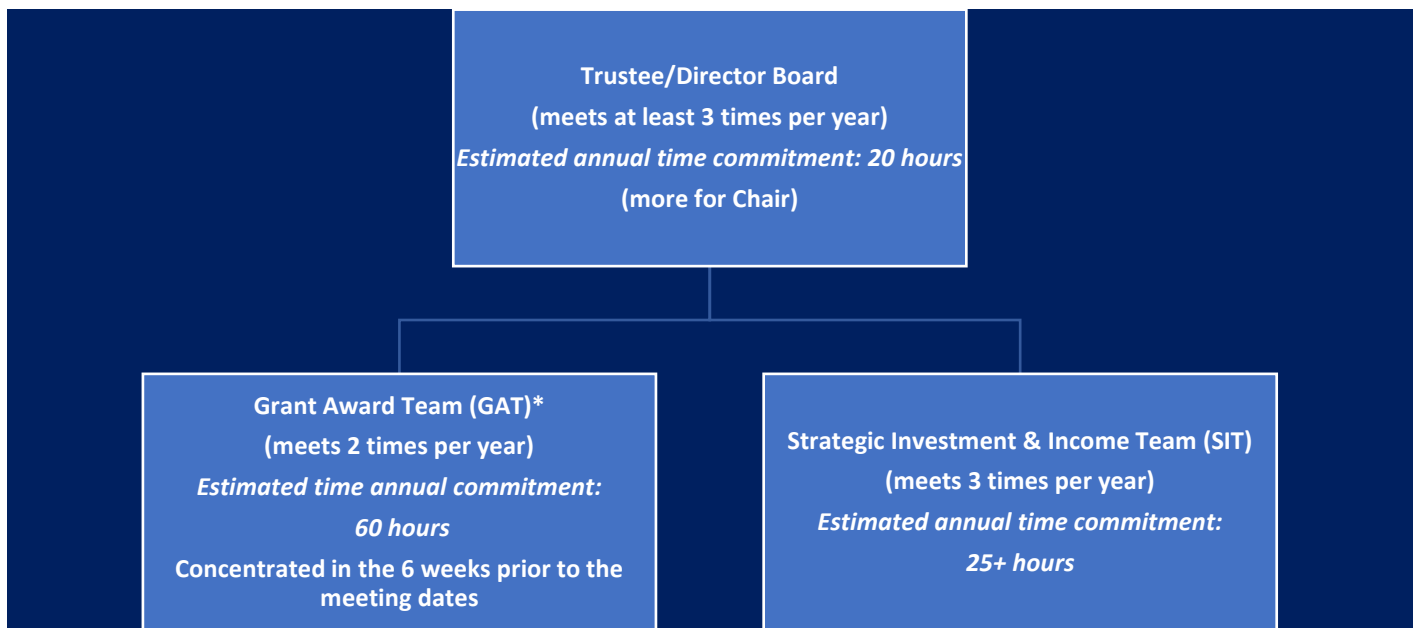
To act as Director of the company limited by guarantee (04259130)

To strengthen the Board of Trustees and to prepare for the departure of some Trustees over the next year expertise is required from within education particularly experience of children with additional needs such as Specific Learning Difficulties or Emotional or Mental Health difficulties AND another Trustee with expertise to support Investment Management and Finance.

A trustee will be able to undertake these responsibilities only by attending the AGM and most Board meetings and by reading and commenting on documents circulated in preparation for these meetings. It is estimated the input required for this is around 20 hours each year.

The day-to-day management of the Foundation is delegated to the Director: Jane Angell-Payne. However, as Bedgebury Foundation has only one employee Trustees do become more involved in some operational activities as delegated by the Board as a whole. Currently two board sub committees have been constituted with operational responsibilities, dependent on experience we expect the new Trustees to join one of these sub committees.

We draw attention of Trustees to the additional time commitment this membership will demand.



The Director is a full member of each subcommittee and is Company Secretary to the board. She also attends board meetings as the Executive Officer of the Foundation. The **GAT** members conduct a thorough evaluation of shortlisted applications, scores and comments on them and meets prior to the board to develop proposals for grants awards. **SIT** members develop the Strategic Investment Policy, meet at least once a year with investment managers, monitor performance of investment managers and increasingly consider other opportunities for income.

Additional Notes

Bedegbury Foundation Articles include the following points regarding Trustees:

- 3.2 *Trustee has one vote on The Trustees Board which when complete consist of at least 3 and not more than 10 individuals, all of whom must be members at the date of appointment.*
- 3.5 *One third (or the number nearest one third) of the Trustees must retire at each AGM, those longest in office retiring first and the choice between any of equal service being made by drawing lots.*
- 3.6 *A retiring Trustee who remains qualified may be reappointed for a maximum of four further consecutive terms of office.*
- 3.7 *A Trustee's term of office automatically terminates if he or she:*
- (1) is disqualified under the Charities Act from acting as a charity trustee;*
 - (2) is incapable, whether mentally or physically, of managing his or her own affairs;*
 - (3) is absent without notice from 3 consecutive meetings of the Trustees and is asked by a majority of the other Trustees to resign;*
 - (4) ceases to be a member but such a person may be reinstated by resolution passed by all the other Trustees on resuming membership of the Charity before the next AGM;*
 - (5) resigns by written notice to the Trustees (but only if at least two Trustees will remain in office);*
 - (6) is removed by resolution of the members present and voting at a general meeting after the meeting has invited the views of the Trustee concerned and considered the matter in the light of any such views*

Further information if you hover over these links and left click – you can open hyper link

We draw your attention to our website

<http://www.bedgeburyfoundation.org.uk>

and the charities commission entry

[Charity overview, BEDGEBURY FOUNDATION TRUSTEE COMPANY - 1089801, Register of Charities - The Charity Commission](#)

and the Charities Commissions guide to being a Trustee

[The essential trustee: what you need to know, what you need to do \(CC3\) - GOV.UK \(www.gov.uk\)](#)

The Jigsaw in this link gives an excellent snapshot.