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Information about becoming a Trustee

Terms of Office

Elected trustees can serve for three terms of three years. At the end of each three-year term there will be a review meeting with the chair to ensure that the trustee is able and willing to continue to serve. Trustees will only serve beyond nine years in exceptional circumstances. Youth trustees may serve two terms of three years or until their 25th birthday whichever is soonest.

Time Commitment

Board meetings are held four times a year. Trustees are expected to attend all board meetings. One meeting each year is allotted to strategic planning and/or training and may require a whole day. Papers are distributed one week in advance of meetings, and trustees will need to undertake the necessary preparation in advance of the meeting. Trustees may be asked to join a sub-committee which will meet up to four times a year for approximately two hours, during normal office hours, usually at Kent Music's offices or online. Trustees are also expected to visit activities organised by the charity in order to gain an understanding of its work. Trustees are expected to attend an induction session at Kent Music prior to their first board meeting.

Remuneration

This is a voluntary position. Travel expenses to and from meetings and events may be claimed.

DBS Requirements

Trustees are subject to an enhanced check through the Disclosure and Barring Service (DBS).

Further Reading

You may be interested in reading the Charity Commission's helpful publication [The Essential Trustee](#) which gives an overview of the role of a trustee.

Eligibility

Kent Music is a charitable company. Trustees are appointed as directors of the company and trustees of the charity. You must be at least 18 years of age to be a trustee of a charity.

You may not act as a trustee if you are disqualified under the Charities Act unless your disqualification has been waived by the Charity Commission. Reasons for disqualification include if you:

- are disqualified as a company director.
- have an unspent conviction for an offence involving dishonesty or deception (such as fraud).
- are an undischarged bankrupt (or subject to sequestration in Scotland) or have a current composition or arrangement including an individual voluntary arrangement (IVA) with your creditors.
- have been removed as a trustee of any charity by the Commission (or the court) because of misconduct or mismanagement.