

**Stoughton Community Association
Nomination for General Committee Member (trustee)**

Nominee (print name):

Address including postcode:

Telephone number:

Email:

Occupation:

Nominee's reasons for wanting to be a general committee member and trustee of Stoughton Community Association. Please state below how you wish to actively contribute, and also indicate overleaf which roles you are standing for.

Nominee's signature acknowledging the willingness to be a charity trustee and acceptance of the Stoughton Community Association's constitution and objects*:

Signature:

Date:

Proposed by (print name):

Address including postcode:

Proposer's reasons for nominating the candidate:

Signature:

Date:

Seconded by (print name):

Address including postcode:

Signature:

Date:

Nomination form to be submitted to the Hon. Secretary of Stoughton Community Association at least 7 days before the date of the AGM, either by post c/o Little Tangle, Salt Box Road, Guildford, Surrey, GU3 3LH, or email to secretary@stoughtonca.org.

*** A leaflet describing usual responsibilities of a trustee is available on request. SCA's constitution is published on SCA web-site: www.stoughtonca.org. See over for objects.**

This form is used by anyone wishing to be a member of the general committee and charity trustee. If you do not wish to be a trustee but still wish to be actively involved with SCA, perhaps on a sub-committee, then do not use this form and instead contact a member of the general committee to discuss how you can be involved with one or more sub-committees. See www.stoughtonca.org

Please tick roles you are standing for. It is possible to stand for more than one position, but you can only be elected for one.

All roles below are for the General Committee and are therefore Charity Trustees. A leaflet is available that explains the responsibilities of a trustee, which are not onerous, but do require adherence to the Association's constitution and Charity laws. SCA's constitution is based on a model (template) provided by Community Matters and approved by the Charity Commission, and has three objects:

- a) promote the benefit of the inhabitants of the *Guildford Borough ward of Stoughton, past and present, and the adjoining urban neighbourhoods known as Chitty's Common, Keens Lane, Pitch Place, Rydes Hill Road and Salt Box Road* (hereinafter called "the area of benefit") without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants;
- b) establish, or secure the establishment of, a Community Centre and to maintain and manage the same (whether alone or in co-operation with any local authority or other person or body) in furtherance of these objects;
- c) promote such other charitable purposes as may from time to time be determined.

Summarised as '**Helping make Stoughton a better place in which to live**'

All Honorary Officers and Full Member Representatives must live within the "area of benefit". All are expected to chair one or more sub-committees or play an active part carrying out the Association's objects.

The Office of Treasurer

Elected at the AGM. It is useful to have had some previous experience as a treasurer.

The Office of Secretary

Elected at the AGM. It is useful to have had some previous experience as a secretary.

Other Honorary Officers

Elected at the AGM. The number and roles of other Hon. Officers is determined by the general committee as required from time to time, for example Hon. Fundraising Officer. Selecting this role indicates you are willing to perform the duties of a sub-committee chair and attend meetings regularly. You should also select the role of "Full Member Representative or Co-opted Member".

A Full Member Representative or Co-opted Member

Full member Reps are elected at the AGM. There can be a maximum of four Full Members living inside the 'area of benefit'. If not elected at the AGM, it may be possible to be co-opted by the General Committee at a later date. Co-opted members are appointed by the general committee at any meeting after the AGM.

Affiliated groups and sections must operate inside and for the benefit of the 'area of benefit'.

An Affiliated Group representative for [name of organisation]

Nominated at the AGM or co-opted later. Before selecting this, please discuss with your organisation first and contact the SCA secretary to discuss how your organisation could be affiliated to the association.

A Section representative for [name of organisation]

Nominated at the AGM or co-opted later. Before selecting this, please discuss with your organisation first and contact the SCA secretary to discuss how your organisation could become a section.

Note: Chair and Vice-Chair *The Offices of Chair and Vice-Chair are not elected at the AGM and elected at the first committee meeting after the AGM by the members of the general committee.*