



Peter Minet Trust: Charity Trustee Declaration of Eligibility

Registered charity in England and Wales 259963

1. About this declaration

1.1 The purpose of this declaration is to help check that you are eligible to act as a charity trustee of the The Peter Minet Trust ('Trust'). It asks you to confirm that you:

- (a) are willing to act as a charity trustee;
- (b) are not disqualified by law from acting as a charity trustee;
- (c) have declared any interests that might conflict with a charity trustee's duties; and
- (d) understand the role and the responsibilities that come with it.

1.2 Your personal data will be used for the purposes of checking your eligibility to act as a charity trustee. Please read paragraph 4 below for details of how your information will be used and disclosed by the Trust for this purpose.

1.3 If you have any queries about anything in this declaration, please contact the Director on info@peterminet.org.uk

1.4 Please read the statements below and complete the declaration by signing, dating and returning it to us.

2. Declaration of eligibility

2.1 I, [FULL NAME] of [ADDRESS], declare that I:

- (a) am willing to act as a charity trustee of the Trust;
- (b) am over the age of 18;
- (c) am capable of managing and administering my own affairs;
- (d) understand the Trust's purposes (also called the objects of the Trust); and
- (e) have received a copy of the trust deed dated 13th October 1969 and the Scheme of the Charity Commission dated 15th December 1998 which govern the Trust and agree to comply with the rules set out in them.

2.2 I agree to fulfil my responsibilities and duties as a charity trustee in good faith and in accordance with the requirements of charity law.

2.3 I am not disqualified, or otherwise prevented, from acting as a charity trustee and confirm that:

- (a) I do not have an unspent conviction for any of the offences listed in the Schedule;

- (b) I am not an undischarged bankrupt (or subject to bankruptcy or debt relief restrictions, an interim order, a debt relief order or sequestration in Scotland);
- (c) I have not entered into a compromise or arrangement with my creditors (such as an individual voluntary arrangement (IVA) or deed of arrangement) from which I have not been discharged;
- (d) I have not been:
 - (i) disqualified from being a company director;
 - (ii) removed as a trustee, charity trustee, officer, or employee of a charity by an order of the Charity Commission for England and Wales (Charity Commission), the Office of the Scottish Charity Regulator, the Charity Commission for Northern Ireland or the High Court;
 - (iii) removed from being in the management or control of a charity or body in Scotland; or
 - (iv) disqualified by the Charity Commission;
- (e) I am not a designated person under anti-terrorism legislation;
- (f) I am not on the sex offenders' register; and
- (g) I have not been found:
 - (i) in contempt of court for making (or causing to be made) a false statement; or
 - (ii) guilty of disobeying an order or direction of the Charity Commission.

3. Conflicts of interest

3.1 I understand that charity trustees must not place themselves in a position where they have, or may have, a direct or indirect interest that conflicts with their duties as charity trustees and could prevent, or be seen to prevent, decisions being made only in the best interests of the Trust.

3.2 I confirm that:

- (a) I have received, read and understood a copy of the Trust's conflicts of interest policy and Trustee Code of Conduct;
- (b) I have provided the Trust with details of any personal interests, business interests or other direct or indirect interests I currently have that might potentially conflict with my duties as charity trustee; and
- (c) I will declare any interests I may have in any business of the Trust in accordance with the conflicts of interest policy.

4. Background checks and data protection

4.1 I agree to provide the officers of the Trust with the information required to register my details with the Charity Commission.

4.2 I consent to the officers of the Trust carrying out the following searches and background checks about me for the purpose of checking my eligibility to act as a charity trustee:

- (a) with the DBS;
- (b) in the Charity Commission Register of Removed Trustees;
- (c) in the Companies House Database of Disqualified Directors;

- (d) in the Insolvency Services Register of Disqualified Directors and Individual Insolvency Register; and
- (e) a focussed internet search to include news articles, self-published articles, websites and my social network profiles to establish an understanding of my personal and professional reputation.

4.3 The Trust relies on my consent (as affirmed by signing this declaration) as the legal basis for collecting and using the personal data obtained from this declaration and the searches and checks it carries out on me.

4.4 I understand that:

- (a) I may withdraw my consent in paragraph 4.3 at any time;
- (b) I have the right to access the personal data that the Trust holds about me;
- (c) I have the right to request that any incomplete or inaccurate personal data which relates to me be corrected and, in certain circumstances, to have my personal data deleted;
- (d) if I want to access my personal data or exercise any of the rights set out in paragraphs (a), (b) and (c) above (or if I have any questions about how the Trust uses my information), I can do so by using the contact details in paragraph 1.3; and

I have a right to lodge a complaint with the Information Commissioner's Office in relation to the Trust's use of my data. However, in the first instance I should follow the Trust's complaints procedure, a copy of which can be obtained from the contact details in paragraph 1.3 or on Peter Minet Trust's website: www.peterminet.org.uk/complaints-policy

4.5 I understand that the information obtained from this declaration and the searches and checks carried out on me will be retained for a maximum period of seven years after I have ceased to be a charity trustee or, if I am not appointed as a charity trustee for any reason, a maximum period of six months after being notified of this outcome.

4.6 I understand that it is an offence to act as a charity trustee when disqualified (unless the Charity Commission has granted a waiver) and that any appointment made while disqualified will be invalid and may affect the validity of any decisions made by the board of charity trustees.

4.7 I confirm that the information contained in this declaration is true, complete and accurate.

4.8 I undertake to:

- (a) review this declaration at least once every 12 months and update it if necessary; and
- (b) update this declaration as and when my circumstances change.

Signed

Print name

Dated

Schedule 1 Offences

Type of offence	Further details
Any offence involving dishonesty or deception	Including offences such as: <ul style="list-style-type: none"> • Theft. • Fraud by false representation. • Fraud by failing to disclose information. • Obtaining services dishonestly. • Obtaining property or services by deception. • Evading liability by deception.
Specified terrorism offences	Offences: <ul style="list-style-type: none"> • To which Part 4 of the Counter-Terrorism Act 2008 applies. • Under sections 13 or 19 of the Terrorism Act 2000.
A specified money laundering offence	A money laundering offence within the meaning of section 415 of the Proceeds of Crime Act 2002.
Specified bribery offences	An offence under sections 1, 2, 6 or 7 of the Bribery Act 2010.
Contravening an order or direction of the Charity Commission	Contravening an order of the Charity Commission or direction under section 77 of the Charities Act 2011.
Misconduct in public office, perjury, or perverting the course of justice	
Aiding, attempting or abetting any other offence in this Schedule	In relation to any of the offences in this Schedule, an offence: <ul style="list-style-type: none"> • Of attempt, conspiracy, or incitement to commit the offence. • Of aiding, or abetting, counselling, or procuring the commission of the offence. • Under Part 2 of the Serious Crime Act 2007 (encouraging or assisting) in relation to the offence.