

The role & duties of General Council

The duties of Charity Trustees and Company Directors are, of necessity, quite general and apply to a wide range of organisations carrying out many different activities. The list below is more specific to Woodcraft Folk.

Purpose

General Council is the Trustee Board and Board of Directors for the charitable company that is Woodcraft Folk. As such, it will lead the organisation, setting the movement's strategic direction. General Council has ultimate responsibility for directing the affairs of Woodcraft Folk, ensuring it is solvent, well-run, and delivering the outcomes and values enshrined within its strategic plan and Aims & Principles.

Membership

General Council is made up of such members as defined in the Woodcraft Folk Constitution and Standing Orders. All members shall be volunteers and shall not receive any remuneration beyond repayment of out-of-pocket expenses.

Meetings

General Council shall meet as often as necessary for the efficient and effective performance of their duties. Dates and venues will be proposed by the General Secretary and approved or amended as necessary by General Council.

Responsibilities

General Council shall have the collective responsibility to:

- Annually elect a Chair of Woodcraft Folk, and up to three vice-chairs as it sees appropriate.
- Compose and organise itself to discharge its responsibilities and functions effectively, including defining sub-committees and their roles; and appointing members and chairs of these sub-committees
- Appoint the Finance and General Purposes Committee
- Appoint the auditors
- Receive and approve the audited accounts
- Set operational policy, ensuring that all Woodcraft Folk policies are up to date and in line with best practice and relevant legislation
- Ensure that Woodcraft Folk complies with its own constitution, relevant laws, and the requirements of any regulatory bodies; and that Woodcraft Folk's activities are always in line with its charitable objects

- Monitor the finances of the organisation; regularly review the organisation's system of internal controls; and specifically authorise any increase in expenditure equivalent to or greater than 10% of the original budget
- Act prudently to protect the assets and property of the organisation, and ensure that they are used to deliver the organisation's objectives
- Regularly review the risks to which the organisation is subject, and take action to mitigate risks identified
- Monitor the work of officers, sub-committees, management committees, working groups, commissions and panels; ensuring that it is in line with the strategic objectives of Woodcraft Folk
- Approve or not any proposed grant application from any part of the movement that exceeds thresholds as shall be defined from time to time in the Funding Bids Policy
- Report to the Annual Conference on progress against the strategic plan for the organisation
- Ensure that Woodcraft Folk is open, responsive and accountable to its beneficiaries, members, partners and others with an interest in its work; and that members and beneficiaries are effectively and appropriately engaged in planning and decision making.
- Act according to high ethical standards, and ensure that conflicts of interest are properly dealt with
- Make the most effective use of the time, skills and knowledge of trustees, ensuring that they receive the advice and information they need in order to make good decisions; and that they receive the necessary induction, training and ongoing support needed to discharge their duties
- Periodically review its own effectiveness