COUNCIL’S LEGAL DUTIES

- comply with the law on keeping financial records: annual statements of account, the audit of accounts, annual report and annual returns
- comply with the requirements of the memorandum and articles
- keep proper records of all meetings and any professional advice obtained
- ensure legal compliance eg. with regards to Health and Safety and employment law (or employing contractors)
- ensure all UKELA’s activities come within its charitable objects
- ensure other accountability as required by the law (eg the Charity Commission, Inland Revenue, Customs and Excise, Registrar of Companies)

COUNCIL’S OTHER ROLES

- determining the charity’s mission and purpose
- guarding UKELA’s ethos and values
- strategic planning
- policy making
- financial management/producing ideas for generating income
- public and media relations
- reviewing its own performance

To do these things, the Council must set clear aims and objectives, establish priorities and ensure the charity’s assets are being used for its purposes. All trustees are required to attend induction training at the start of their term of office.