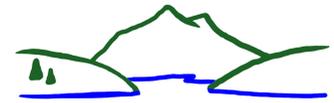


Pennyghael Community Hall,  
Pennyghael,  
Isle of Mull. PA70 6HB



Dear

**COMMUNITY HALL TRUSTEE CRISIS – CAN YOU HELP?**  
**EMAIL: [trustees@pennyghael.org](mailto:trustees@pennyghael.org)**

Like many others, during the recent COVID-19 lockdown our Community Hall hasn't been able to offer any of its usual activities, including holding its AGM.

More worryingly, a series of changes in personal circumstances has meant that this week two of our five Trustees moved away, at short notice, from Mull and a third is moving to a different part of the island before the end of September. Unfortunately, that leaves only two existing Trustees. The constitution requires that there must be at least three trustees, up to a maximum of nine.

We are very sorry to have to write and tell you that this means that, with only two trustees, our Community Hall cannot re-open as there is no longer a legally constituted body able to manage it. We think this is a very sad loss to the small community of which we are part.

The hall could continue to run if there were a big enough number of Trustees. If you are able to consider becoming a Trustee please email us at [trustees@pennyghael.org](mailto:trustees@pennyghael.org) by 20<sup>th</sup> September at the latest. We will then aim to hold an AGM in early November. If, in the end, our hall cannot re-open then the building, equipment and remaining funds are required to be offered to the management of the nearest like-minded charity.

You have been sent this letter because you either completed a Hall Membership form or live in the PA68, PA69 and PA70 postcode areas. It is these three postcode areas that the Pennyghael Community Hall SCIO was set up to serve. We used the completed membership forms and the 2019 Red Book to find the addresses to send to. Our apologies if you have received this letter in error.

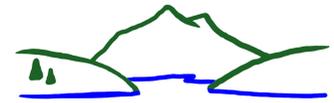
We've enclosed a sheet which briefly outlines what the role of being a Community Hall Trustee is. On our website you can find our constitution and other helpful links providing fuller guidance and good practice advice for Trustees.

Yours sincerely,

*The Pennyghael Hall Trustees*

Email: [trustees@pennyghael.org](mailto:trustees@pennyghael.org) Website: [www.pennyghael.org](http://www.pennyghael.org)  
Pennyghael Community Hall is a registered Scottish Charitable Incorporated Organisation (SCIO)  
SCIO: SC031866





**PENNYGHAEL COMMUNITY HALL**  
**Scottish Charitable Incorporated Organisation (SCIO)**

**“A Trustee’s duty is to provide wisdom, good governance and  
always put the charity first”**

**BEING A TRUSTEE**

1. You need to be aged 16 or over and live or own a property within the PA68, PA69 and PA70 postcode areas. Legally you can’t be a Trustee if you have an unspent conviction for dishonesty or undischarged bankruptcy.
2. You would have a legal duty to make sure that the Pennyghael Community Hall sticks to its purpose statement to operate for “the benefit of the communities surrounding Pennyghael and the general public”.
3. You would be responsible for making sure that any funds are spent on achieving this purpose and not on anything else.
4. As a Trustee you would NOT be personally liable for any debts and liabilities. The exception to this is if you are wilfully negligent or committing fraud.
5. You would need to attend the AGM, which is the only specified meeting and any other Trustees Meetings that can be called by the Trustees as necessary.
6. Some Trustees are also office holders – Chair, Treasurer and Secretary and these roles require some time outside of meetings.
7. It would be good if you had some additional time to put into organising and running events at the hall.

**MORE INFORMATION**

You can find more information on our website at [www.pennyghael.org](http://www.pennyghael.org) – including our constitution, accounts and other documents.

The Office of the Scottish Charity Registrar (OSCR) had a lot of detailed advice on its website at [www.oscr.org.uk](http://www.oscr.org.uk) and we have included a pdf copy of their leaflet for Trustees on our website.