



Trustee Roles and Responsibilities **Useful Information and Resources**

If you require further support in any of the areas identified below please call Manchester Community Central on 0333 321 3021 or email info@manchestercommunitycentral.org

- **Insurance – Professional Indemnity Insurance**

Volunteering England Information Sheet

www.volunteering.org.uk/NR/rdonlyres/636F45D1-E700-4A2A-891D-AEFCFA681B66/0/InsuranceforVolunteersVE082.pdf

Charity Commission guidelines and information on types of insurance

www.charity-commission.gov.uk/Publications/cc49.aspx

Manchester Community Central – factsheet

www.manchestercommunitycentral.org/sites/manchestercommunitycentral.org/files/Factsheet%2018%20Insurance_1.pdf

GMVSS Marketplace – a free, no obligation service for voluntary, community and faith groups in Manchester to access deals on goods and services.

<http://www.gmvss.net/marketplace>

- **PQASSO – quality standard developed for the sector**

Charities Evaluation Services – overview to PQASSO

www.ces-vol.org.uk/index.cfm?pg=42

www.ces-vol.org.uk/index.cfm?format=830

Training available in PQASSO

Rochdale CVS – delivering Introduction to PQASSO training 17th and 24th Jan 2012

Rochdale CVS – 2 day Implementing PQASSO training 16th and 23rd Nov 2011

Salford CVS – also deliver this training on a four week basis

- **Voluntary Sector Legal Handbook – order websites**

Sandy Adirondack - www.sandy-a.co.uk/vslh.htm

DSC Publications -

www.dsc.org.uk/portal_products/products/015923/attachments/Look%20Inside%20-%20Voluntary%20Sector%20Legal%20Handbook.pdf

- **Voluntary but Not Amateur – order websites**

Amazon - [www.amazon.co.uk/Voluntary-But-Not-Amateur-](http://www.amazon.co.uk/Voluntary-But-Not-Amateur-Organisations/dp/1906294070/ref=sr_1_4?s=books&ie=UTF8&qid=1317899874&sr=1-4)

[Organisations/dp/1906294070/ref=sr_1_4?s=books&ie=UTF8&qid=1317899874&sr=1-4](http://www.amazon.co.uk/Voluntary-But-Not-Amateur-Organisations/dp/1906294070/ref=sr_1_4?s=books&ie=UTF8&qid=1317899874&sr=1-4)

DSC Publications - www.dsc.org.uk/Publications/Law/@2911

* other stockists may be available



- **Volunteers and the Law / Managing Volunteers**

GM Volunteering

www.volunteering-gm.org.uk/?q=node/1

- **Finance spreadsheets**

Community Accountancy Service - Manchester

www.c-a-s.org.uk/Budgets.htm

www.c-a-s.org.uk/Charity.htm

- **Empowering the Voluntary Sector (using Public Law)**

NAVCA Workshops

www.navca.org.uk/services/learningopps/evs/evsworkshops#datesandvenues

- **Legal Structures and Incorporation**

Charity Commission guidelines - www.charity-commission.gov.uk/publications/cc43.aspx?

Get Legal - www.getlegal.org.uk/home.html

Manchester Community Central factsheets

Unincorporated Associations or Trusts

www.manchestercommunitycentral.org/trustee-liability-unincorporated-associations-or-trusts

Incorporated bodies (companies, industrial provident societies)

www.manchestercommunitycentral.org/trustee-liability-incorporated-bodies-companies-industrial-and-provident-societies