

Trustee Monthly Activity, Generosity & Interests Report 2024/25

Form Preview

Trustee Monthly Activity, Generosity, Interests & Professional Development Report

* indicates a required field

This '**Trustee Monthly Report**' needs to be completed and submitted **7 days prior to a Board meeting**.

Please only include activities from the date of your last report through to the date you submit this report.

You can progressively complete the form throughout the month, however please ensure you '**Save**' each time you update the form.

Trustee name *

First Name

Last Name

Report month *

Date *

Must be a date.

Community Trust South Activities

Date

Activity

Must be a date.	

Non Community Trust South Activities

Date

Activity

Must be a date.	

Declarations of Generosity

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Please detail any:

- Corporate or personal gifts;
- Hospitality received;
- Complimentary tickets to events e.g. sporting, art, cultural and other events;
- Plaques, artworks, framed memorabilia or other items.

Use of generosity: Hospitality or gifts received by the Trust, trustees or staff are to be used by trustees or staff only and should not be made available to external third parties unless approved by the Chair or Chief Executive Officer. For clarity a spouse, partner or friend accompanying a trustee or staff member shall not be deemed to be an external third party.

Date Received	Person/Organisation Providing	Details of Gift/ Hospitality	Estimated value
			\$
			\$
			\$
			\$
			\$
Must be a date.			Must be a dollar amount.

Standing Register of Interests

To view the current standing register of interests [click here](#).

Please review your interests and detail any:

- additions,
- amendments,
- deletions.

Organisation of Interest	Position held	Action required

Professional Development

Please include the following:

- Community Trust South funded professional development activities.
- Any other professional development activities that relate to your Community Trust South role.

Training date	Training/Course Title	Provider	Duration (in hours)

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Must be a date.			