



# Kentish Town City Farm is seeking a Trustee to fulfil the role of Treasurer

Kentish Town City Farm is a community charity that helps city people connect with animals, nature and the environment. The farm is a four-acre site, alongside two railway lines in the Borough of Camden. We have sheep, goats, chickens, geese, three horses, two donkeys, two pigs and a cow. There are animal pasture areas, community gardens, a wildlife pond, and a riding arena.

We provide an extensive educational programme to schools; therapeutic riding to people with special needs; work experience opportunities for young people and farm related activities for local children and families. This work is supported by the London Borough of Camden and the City of London Corporation's charity City Bridge Trust amongst others.

In addition, we have a lively core of volunteers who support staff in the day-to-day running of the farm and organise seasonal fundraising events. Young people between 8 -16 years support farm activities through our popular Young Farmers Club.

The main farm building provides facilities for visiting schools, community groups and children's activities. In the farm kitchen, children can learn to cook using fresh ingredients from our community gardens. The gardens provide opportunities for neighbourhood & therapeutic horticultural projects and for children to learn about wildlife & growing food.

We provide amenities to visiting corporate teams, host evening events and children's parties. The indoor and outdoor spaces of the farm are available for hire all year round.



The current Board comprises of six local people with diverse backgrounds, professions and talents. We are a dedicated, hardworking, friendly and dynamic team who are working closely with our farm director and staff through a challenging and exciting period of change. We are all committed to the farm's mission which addresses the educational and wellness of local people with special emphasis being placed on children and young people from disadvantaged backgrounds; people with special needs and pensioners. The farm uses animals, gardens and arts as therapeutic means for engaging these groups. New trustees must support this charitable mission.



# What We're Looking For

Whilst finance is a responsibility of all Trustees, the Treasurer's role is key to its professional oversight on behalf of our charity through the provision of advice on all aspects of our financial management, reporting, controls and compliance. In addition to the duties of the Treasurer outlined below, the new Trustee will be expected to participate and contribute in all areas of board discussion and align themselves with the farm's ethos and mission.

The Board of Trustees currently meets monthly with an Annual General Meeting held in November each year. Trustees are expected to attend all meetings. Travel and other reasonable expenses are reimbursed, but the role itself is unpaid.

Our new Treasurer must possess financial experience and business planning skills. Some experience or understanding of charity sector finance; the skills to analyse proposals and examine their financial consequences and a preparedness to make unpopular recommendations to the board are also requirements. The role is to ensure the farm's viability; to ensure that proper financial records and procedures are maintained and that procedures are adhered to.

# Specifics

- Overseeing, approving and presenting budgets, accounts and financial statements
- Being assured that the financial resources of the organisation meet its present and future needs
- Ensuring that the charity has an appropriate reserves policy
- Preparing and presenting financial reports to the board
- Ensuring that appropriate accounting procedures and controls are in place
- Advising on the financial implications of the organisation's strategic plans
- Ensuring that there is no conflict between any investment held and the aims and objects of the charity
- Monitoring the organisation's investment activity and ensuring it is consistent with the organisation's policies and legal responsibilities
- Ensuring that the accounts are prepared and disclosed in the form required by funders and the relevant statutory bodies, for example the Charity Commission and/or the Registrar of Companies
- If external scrutiny of accounts is required, ensuring that the accounts are scrutinised in the manner required (independent examination or audit) and any recommendations are implemented
- Keeping the board informed about its financial duties and responsibilities
- Contributing to the fundraising strategy of the organisation
- Making a formal presentation of the accounts at the annual general meeting and drawing attention to important points in a coherent and easily understandable way
- Sitting on appraisal, recruitment and disciplinary panels as required



The closing date for applications is the January 24<sup>th</sup> 2020. Please contact Angela Woods [chair@kcityfarm.or.uk](mailto:chair@kcityfarm.or.uk)

Thank You