



Role Description for Independent Non-Executive Trustee

- Position:** Independent Non-Executive Trustee
- Responsible to:** The Chair and Board of Croquet England
- Remuneration:** This is a voluntary role. Reasonable expenses will be reimbursed.

Anticipated time commitment:

Approximately 15 days a year or more if involved in project work.

The Board usually meets 8 times a year, with one full day meeting in London on a Saturday and the rest online in the evening or Saturday mornings for 2 to 3 hours.

Between meetings, matters are discussed by email, and each trustee is encouraged to participate in at least two working groups driving forward progress on different areas of our strategy. As a comparatively new charity, this is likely to develop further in future.

Board meetings fixed for the coming year:

Thursday 24 July 2025 at 7pm

Thursday 18 September 2025 at 7pm

Saturday 11 October 2025: AGM at 10am followed by Board meeting

Term limit: Three years, with a maximum of three terms.

Background to the Sport:

Croquet has been played in England since the mid-1800s, and is now played in at least 30 countries across the world. Closely mown grassed courts 35 yards long and 28 yards wide have six hoops and a centre peg, and individuals or doubles pairs compete to hit their own two balls with a mallet through the hoops before their opponent does.

There are two principal forms of the game.

In Golf Croquet, players play one shot per turn, and the four balls are played in strict rotation. Each hoop is contested in order, with the first ball to be hit through it scoring a point for that side. The winner is the first side to seven points.

Association Croquet is similar to snooker on grass. Both balls of a side must be hit through each hoop and then hit against the centre peg, and

the winner is the first to do so. Turns can have more than one shot, enabling players to build breaks and score multiple hoops in a single term.

Croquet is a game of skill and strategy. It can be played as general recreation or competitively, at any level from club competitions to international championships. It is suitable for all ages, it involves a combination of mental and physical skills, and for those who don't take it too seriously, it is possible to socialise while you are playing. It is one of the few sports where men and women can play on an equal footing, with only a handful of gender restricted events, and anyone can play, whether disabled, young or retired.

More information can be found at [Play Croquet - Croquet England](#).

Croquet England:

Croquet England is a Charitable Incorporated Organisation formed in 2023, regulated by the Charity Commission. From 2024, it took over the role of National Governing Body from its predecessor, the Croquet Association, which had governed the sport since 1896. It is responsible for promoting, regulating and co-ordinating all forms of the game in England.

Its objects, set out in the [Constitution](#), are the promotion of community participation in healthy recreation in particular by the provision of facilities for the playing of Croquet; and the advancement of the amateur sport of croquet for the public benefit by the provision of facilities for participation in the sport of Croquet.

A small team of 3 staff run the office and the shop, but most work is undertaken by volunteers working through a network of committees.

Croquet England has over 220 affiliated clubs with over 9000 members, over 7000 of whom are individual associates of Croquet England.

Its vision to have More People, playing More Croquet in More Places is supported by a new [strategy](#) for 2024 to 2029.

More information can be found at [About Us - Croquet England](#) and [Croquet England](#).

IT:

Trustees are expected to use their own IT hardware, but will be provided with a Microsoft Office 365 account, and will be required to use this for email, online meetings and document sharing. Familiarity with Microsoft Word and Excel is expected.

Trustee Responsibilities:

The Trustees collectively, as a Board of Trustees, have independent control over, and legal responsibility for, Croquet England's management and administration. They play a vital role in ensuring that Croquet England achieves its core purpose, has a clear strategy and that its work and goals align with its vision. They also support and challenge the volunteer executive team to grow and thrive.

Their core responsibilities are to:

1. Ensure that Croquet England is focussed on advancing the objects set out in its constitution and carrying out its purposes for the public benefit.
2. Ensure that Croquet England complies with its Constitution and all legal and regulatory obligations. They are not expected to be legal experts, but should take reasonable steps to find out about legal and regulatory requirements.
3. Act in Croquet England's best interests, doing what they (and no one else) collectively decide will best enable Croquet England to carry out its purposes, thinking about the long term as well as the short term. This includes a requirement to avoid any Conflicts of Interest.
4. Act as guardians of Croquet England's assets, both tangible and intangible, and taking all due care of their security, deployment and proper application.
5. Ensure that Croquet England's governance is of the highest possible standard, and that it is accountable to its members and meets statutory accounting and reporting requirements.
6. Act as an ambassador of Croquet England at all reasonable times.

Specific duties and responsibilities

1. Set the vision, objectives and strategy of Croquet England.
2. Support and provide advice on Croquet England's activities, ensuring that adequate resources, both human and financial are in place to effect delivery of plans.
3. Approve operational strategies and policies, and monitor and evaluate their implementation.
4. Oversee Croquet England's financial plans and budgets, and monitor and evaluate progress.
5. Ensure the effective and efficient administration of the organisation.
6. Ensure that key risks are being identified, monitored and controlled effectively.
7. Review and approve Croquet England's financial statements and annual report.
8. Provide support and challenge to Croquet England's CEO in the exercise of their delegated authority and affairs.
9. Keep abreast of changes in Croquet England's operating environment.
10. Contribute to regular reviews of Croquet England's own governance.
11. Attend Board meetings, adequately prepared to contribute to discussions.
12. Use independent judgment, acting legally and in good faith to promote and protect Croquet England's interests, to the exclusion of any personal or third party interests.
13. Contribute to the broader promotion of Croquet England's objects, aims and reputation by applying their skills, expertise, knowledge and contacts.
14. Set the tone for Croquet England through leadership, behaviour and performance, ensuring that it promotes equality and diversity for all its stakeholders.

Person Specification

We are looking for people willing to bring energy, enthusiasm and commitment to the role, and who will broaden the diversity of thinking on our board. We are committed to, and value, the principles of diversity, equality and inclusion. We encourage and welcome applications from all, regardless of background, and are particularly interested to hear from women, younger applicants and those from different cultural heritages.

Our new trustee or trustees must be independent, as described in the [Code for Sports Governance](#). This does not mean that they must not play croquet, or even that they must not be a member of Croquet England, but it does mean that they must have no close connection with Croquet England or the Croquet Association, for example as an employee; trustee; member of Council, the Executive or Executive Board, or a standing committee, either now or in the last four years; or through having close family ties with a trustee, former Council member, or employee.

They must also be eligible to serve as a charity trustee. In particular, they must be at least 16 years old, and must not be disqualified from acting as a trustee under the Charities Act. Trustees will be required to complete the [Charity Commission's Trustee Eligibility Declaration form](#).

Desired personal skills and qualities

- Enthusiasm for our vision.
- An understanding of croquet, or willingness to learn about it.
- One or more of the following:
 - experience of governance in other sports;
 - experience of developing and implementing diversity and inclusion strategies;
 - expertise in fundraising or safeguarding.
- A strong personal commitment to equality, diversity and inclusion to safeguarding and promoting wellbeing, and a willingness to complete relevant training.
- Ability to think creatively and strategically, exercise good, independent judgement and work effectively as a board member.
- Effective communication skills and willingness to participate actively and constructively in discussion.
- Understanding and experience of working with volunteers.
- Willingness and ability to understand and accept the responsibilities and liabilities of trustees and to act in the best interests of Croquet England.
- Commitment to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.
- Commitment and time to prepare for and attend Board meetings, reading and understanding Board papers in advance.