



## **June Newsletter**

Welcome to CAPITAL's June newsletter. Please read on to find out what CAPITAL has been up to in May and what's coming up in June.

### **CEO News**

#### **Trustees – WE need YOU!**

CAPITAL must have a Board of Trustees; the Charity Commission set this as a legal requirement. We have seats on the Board for up to 9 people, the majority of these need to be members, however there is also an option to bring in or coopt people with specialist skills e.g. finance, governance, people management.

Current Trustee's include: -

**Roy Davies – Chair**

**Suki Westmore – Treasurer / Vice Chair**

**Carole Murray**

**Lin Gibbs**

**Sam Fox**

**Latoya Labor**

**Grace Hayles**

## **What do Trustees do?**

Charity trustees share responsibility for governing a charity and directing how it is managed and run. They may be called trustees, the board, the management committee, governors, directors or something else.

Trustees are volunteers and do not get paid though expenses for when they travel as part of the role can be claimed.

Trustees must be able to come to a minimum of 4 meetings a year, these are in person and online.

Trustees' main jobs are to:

- Make sure CAPITAL does the things it was set up to do and is following its own rules about working with members and other people
- Check CAPITAL spends its money well, works with the money it has and changes plans if it doesn't, as well as ensuring the right accounts are maintained
- Make sure that CAPITAL works within the money it has and changes its work if there is not enough
- Make sure CAPITAL has the right insurances
- Make sure the right reports are sent to Companies House and the Charity Commission
- Be part of telling people about what CAPITAL does and listen to ideas from other people
- Make sure CAPITAL keeps to the law around things like: Employing people, Health and Safety & Equity, Diversity and Inclusion
- Choose and support the Chief Executive, including supporting with strategy development and future plans

## **How can I become a Trustee?**

We'd love you to apply to become a Trustee!!

All members can apply however, the most important things to for anyone wanting to be Trustee are

- Wanting to help the organisation achieve its aims
- Wanting to set a direction for the future
- Working in partnership with other Trustees and the Chief Executive to make decisions

**Follow the steps below or contact [roy.davies@capitalproject.org](mailto:roy.davies@capitalproject.org) and [companysecretary@capitalproject.org](mailto:companysecretary@capitalproject.org) or 01243 869662 for support.**

1. Read the application pack on the website  
<https://www.capitalcharity.org/become-a-trustee>  
– the role description is the most important!
2. Complete an application – fill in the form or download the word document below or contact [companysecretary@capitalproject.org](mailto:companysecretary@capitalproject.org) for a paper copy.
3. We'll review it and if you're suitable will invite you to have a chat/interview
4. During the chat we'll ask you a few questions and you can ask us some
5. We'll let you know within a few days if you've been selected



### **Drug and Alcohol Partnership News**

On Friday 16<sup>th</sup> May we held our third event in the drug & alcohol partnership series at Field Place in Worthing.

This event had a focus on creative recovery and the power creativity holds within the recovery process. We celebrated recovery with poetry readings, lived experience stories and art activities. We also heard from some of our latest community projects as well as hearing updates on the latest news from our commissioners and CAPITAL. We welcomed attendees from community sector organisations as well as CAPITAL members and peers.





## **Pride 2025**

We had an absolutely fabulous time representing CAPITAL at Chichester Pride, we met a lot of wonderful people and spread the joy of CAPITAL to everyone. We had a tablecloth that so many people signed – see photos below.







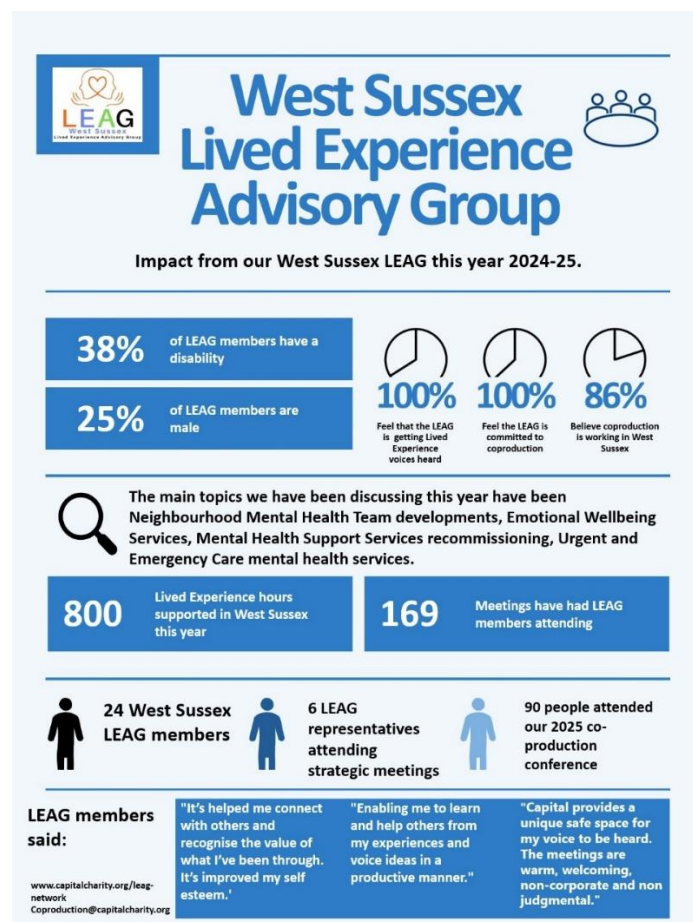
## LEAG News

So far, May 2025 has been a reflective month for the WSX LEAG, particularly with the current tender evaluation process underway for the next phase of the group. The members have pulled together in positive spirits, and embraced the opportunity to reflect on the progress the WSX LEAG has made. This outlook and the recent 2024-25 impact report has demonstrated just how powerful co-production is and has set a new benchmark within Sussex for equitable lived experience input. Looking ahead, the WSX LEAG leadership team are planning the upcoming monthly members meetings and further reviewing plans moving forward. Future dates and opportunities will be confirmed soon. Starting mid-June 2025, the members will have the opportunity to attend and partake in peer-reflection and check-ins drop-ins which will utilise the power of peer support. Some upcoming internal work will start in June looking at the new members processes, and further the Co-Production website pages.

Next West Sussex LEAG online Meeting 19<sup>th</sup> June 9.30 – 11.30 email Lydia for information [Lydia.taylor@capitalcharity.org](mailto:Lydia.taylor@capitalcharity.org)

What would you like from your Co-Production Lead?

Please let [Lydia.taylor@capitalcharity.org](mailto:Lydia.taylor@capitalcharity.org) know your thoughts on this.





## **CAPITAL Fundraising – CAPITAL needs you!**

Would you, or your friends or family, like to donate or raise money to help CAPITAL support more people? There are lots of ways you can do this. From [Payroll Giving](#) where you can donate tax free through your salary, and [EasyFundraising](#), which allows you to donate each time you shop online at over 7000 shops; through to [raising funds](#) however you see fit - perhaps cake sales, or car washing, or even running a marathon!

£5 would buy some much-needed art supplies

£15 would pay for a Wellness Pack for someone leaving hospital

£50 would pay for room hire and refreshments for a Locality meeting

£100 would pay for one day of peer support

Alternatively, you can help by sharing our social media posts to raise awareness of our work, by volunteering, or telling us about any fundraising opportunities you hear about.

Whatever you do to support us, now or in the future, we want to say a big THANK YOU!

Thank you for taking the time to read our newsletter.  
Your CAPITAL team.