

**Being a Director of Cornhill Community Action Ltd (CCAL)
*a private company limited by guarantee***

What is my role as a director?

You will attend meetings from time to time to enable decisions to be made and make sure that CCAL's obligations are fulfilled.

As **CCAL will be a "micro-entity,"** many of the duties and responsibilities of directors of larger companies do not apply.

What are my general duties?

1. See that CCAL acts within its constitution, which is broadly to act for the benefit of the civil parish of Cornhill;
2. Promote the success of CCAL for the benefit of the company and the village;
3. Use care and independent judgment to make your own decisions;
4. Declare any personal involvement in CCAL's activities, so as to avoid any conflicts of interest;
5. Not accept any payment intended to influence your decisions.

Do I have any other responsibilities under the Companies Act 2006?

Make sure the annual accounts are sent to Companies House on time.

The Company Secretary will prepare an annual statement of income and expenditure for the Directors' agreement and then send it to Companies House with copies to members.