



Trustee Information Pack

October 2025

Dear Candidate,

Thank you for your interest in becoming a Trustee for Hampton Fund.

We are immensely proud of the achievements of Hampton Fund and the important role that its grant-making plays within the local community. A new trustee will be joining our charity at an important and exciting time, as we work to establish our new strategy and focus on the impact we can make for those local people experiencing hardship.

I am fortunate to chair a board of committed and engaged trustees and we are now looking to strengthen our group. As a trustee, you will play a crucial role in shaping the future of our charity. You will be part of a dedicated team, helping to steer our strategy, guide decision-making, and ensure we deliver meaningful local support.

We are seeking a trustee with professional experience in an aspect of social care that is relevant to our grant making. This will be someone with good current knowledge of the social care support available to local vulnerable groups. This could, for example, be in the areas of cost-of-living support, health, social work or children's services.

The experience and engagement of our board is central to our success, and we are keen to attract people with different skills and backgrounds to enhance the board's effectiveness. We are fully committed to removing any barriers to diversity and welcome applications from people irrespective of life experience, age or background.

If you feel that this role is right for you, then please do consider making an application. Use the guidance in this document to show your reasons for wanting to get involved, and how your skills and experience can help drive the work of Hampton Fund forward.

I very much hope to hear from you in the near future.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'A. Kimber', with a stylized flourish at the end.

Adele Kimber
Chair, Hampton Fund

About Us & What We Do

Hampton Fund is a grant making charity, supporting the needs of residents in Richmond upon Thames, with priority for those in Hampton, Hampton Hill, Hampton Wick, Teddington, Twickenham and Whitton.

We support individuals and families in our community by creating opportunities to live well though relieving the burden of financial, physical and emotional hardship. We do this directly by helping with the costs of gas, electricity and other household essentials, but also through support to local voluntary sector organisations whose work reaches those facing these challenges. Our vision is to build an empowered, resilient and compassionate community where everyone has an equal opportunity to thrive.

Despite the perception of Richmond as a wealthy borough, there are still high levels of need and disadvantage as in any urban area. The demand for our support demonstrates the need locally, reinforcing independent research, such as a recent [needs analysis](#) which we recently commissioned, which is helping us to shape our future grant making. Hampton Fund made over 2,000 grants to help with peoples' fuel bills and pay for essential household items in 2024/25 at a value of £1.29m. We also funded 47 local community organisations at a value of £1.36m, covering issues as varied as food poverty, health or homelessness to support for carers or those with disabilities. More about our impact locally can be found in this [recent report](#).

Hampton Fund is managed by a small team: Chief Executive, Individual Grants Manager, Community Grants Manager, Operations Manager and an Administrator.

Our History

Formerly known as Hampton Fuel Allotment Charity, which is still our legal name, the charity was established by an Act of Parliament in 1811, when land owned by King George III in the ancient town of Hampton was donated to the parish of St Mary's Church. The land was rented out, and the money used to buy fuel for the poor of the parish.

By the mid-1980s our income had significantly reduced. However, the Trustees made the decision to sell land owned by the charity. In 1989 St Clare's Nursery was sold to Sainsbury's for £21.6m. The sale significantly revived the fortunes of the charity: the

money was invested with the income providing support to those in need. The charity has since been able to extend the area of benefit beyond Hampton residents to Twickenham, Teddington and Whitton.

After 200 years, in 2019 we introduced our new name Hampton Fund. The new name has helped us enormously with our marketing to reach out to more people we can help. This is one of many key changes over recent years.

Our Values

Integrity. We are honest, trustworthy and non-judgemental.

Independence. We are impartial and able to act decisively.

Impact. We tackle need in the community through the effective use of our funds.

Our Board of Trustees

Hampton Fund can have a maximum of 12 Trustees. Three Trustees are nominated by the local parishes of St Mary's, St James's and All Saints, all in Hampton; three are nominated by the London Borough of Richmond upon Thames; the permanent ex-officio Trustee is the serving Vicar of St Mary's Hampton; and the remaining Trustees are co-opted from the local community on the basis of the skills and experience required by the Charity.

Investment Management

The sale of the land in 1989 created a fund, and it is from the returns made from investing this that we are able to distribute grants each year. Our investment fund currently stands at around £63m, and is managed by two companies: Barclays Wealth and Rathbones. Our funds form a permanent endowment, which means that in making decisions about how it is allocated, the Trustees have a duty to "further the charity's aims both now and in the future." However, we have specialist trustees roles on the Board, filled by those with a background in investment management, as well as independent investment advice from Stanhope Consulting to support this.

Diversity and Inclusion

It is important to us that the Board reflects the views of the wider community, and we are working actively to increase its diversity. This will enable us to:

- Understand better the needs of all sections of the community
- Offer a broader range of perspectives about issues that affect our communities
- Be more creative in generating ideas and solutions
- Improve decision-making

To this end we are keen to recruit people with different life experiences, different ages and from different backgrounds. It is not necessary to have previous board committee experience as training will be provided. We will look to ensure that the barriers to undertaking the role for anyone wishing to apply, such as those that are working or with caring responsibilities, are reduced as far as possible.

Role Specification

- Professional experience and expertise in a relevant aspect of social care to that of our grant making. We are looking for someone with a good current knowledge of social care infrastructure and systems across either the statutory or voluntary sector, or both. This could, for example, be in the areas of cost-of-living support, health, social work or children's services.
- It is expected that Trustees will either live, work or have another connection to our area of benefit.
- Trustees should have some active engagement in our local community and a good knowledge of the area.

Time Commitment

- Board meetings take place every quarter in the evening. There are six committees that meet to consider a range of areas that make up the charity's activities: grant reports and recommendations; human resources and governance issues; finance and investment matters, property interests and communications. Trustees are expected to be a member of at least two committees of which, in this case, at least one would be a grants committee.
- Working groups can be established to look at a specific topic and are time limited.
- Trustee away days take place periodically.
- Meetings are usually in person, at the Hampton Fund Office, but with the option to join by video link if needed.

Personal Qualities

- Empathy with the aims of the charity.
- The ability to think broadly and objectively: trustees are involved in making decisions on a wide range of issues.
- An understanding of the voluntary sector and the needs of voluntary sector organisations.
- An understanding of the broader issues around poverty and disadvantage.
- The ability to get on with people and work collaboratively.
- To act as an ambassador for the charity when attending external meetings and events as a trustee.
- To be discreet and respect confidentiality in all matters related to the charity's activities.

Additional Information

- Trustees do not receive any remuneration, but reasonable expenses will be reimbursed.
- The appointment is normally for a period of five years and a Trustee can serve no more than two terms of office, i.e. ten years.

How To Apply

Please send the following information to richard@hamptonfund.co.uk **no later than Friday, 7th November 2025.**

- Your up-to-date CV.
- Details of two referees.
- A personal statement (no more than 2 sides) outlining your interest in this role and how you meet the Role Specification and Personal Qualities.

Further information about Hampton Fund can be found on our website

www.hamptonfund.co.uk

If you would like to discuss this opportunity further, please contact Richard Barron, Chief Executive, richard@hamptonfund.co.uk or 07930 996609.

Interviews are likely to be held the week commencing 17th November 2025.