



The Frank Parkinson
Yorkshire Trust

almshouses | charitable awards | educational grants



Trustees

Candidate Information Pack

October 2026



Eastside People

Welcome from our Chair

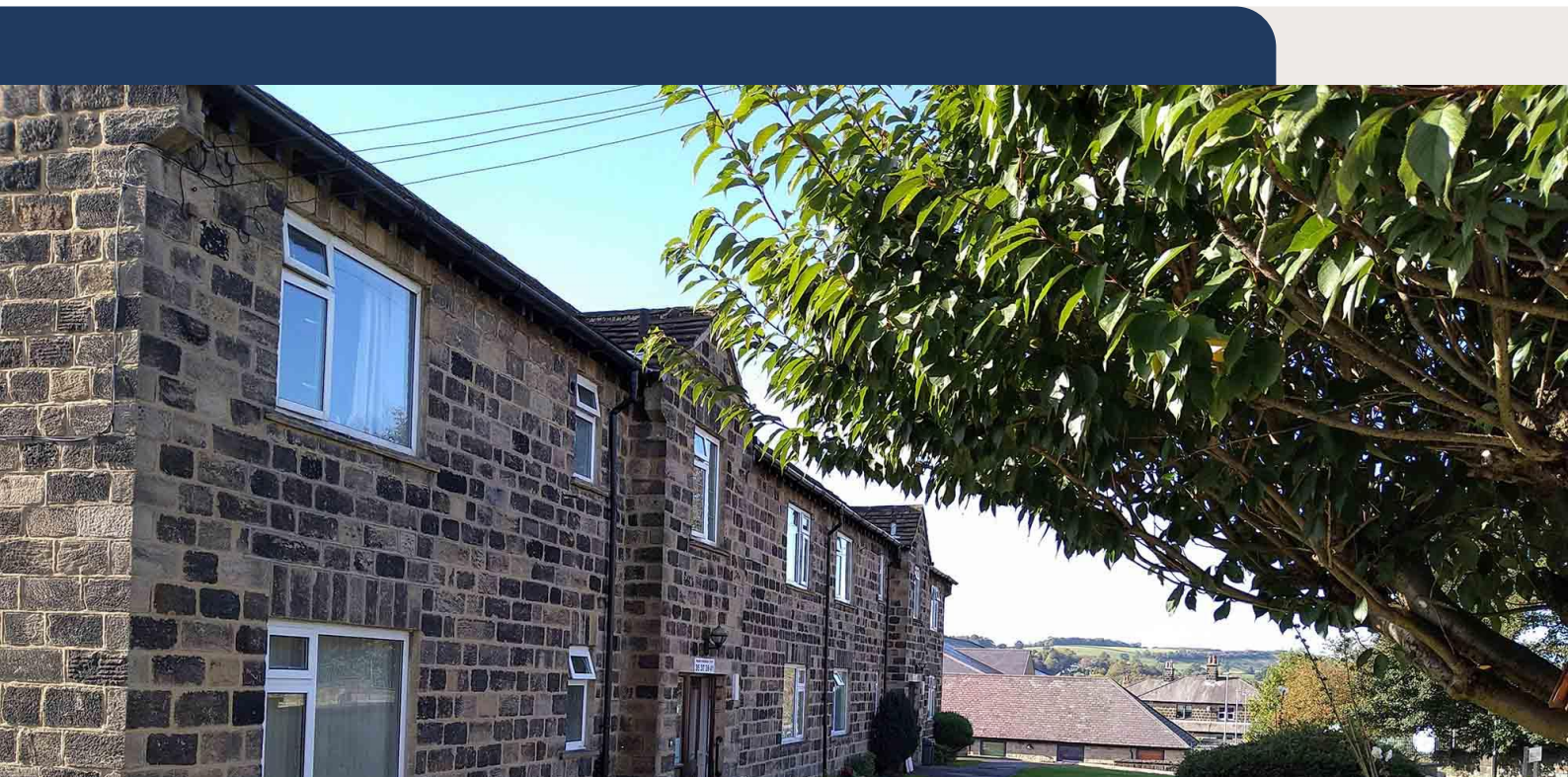
For upwards of 70 years the Frank Parkinson Yorkshire Trust has sought to fulfil the charitable objects laid down by our benefactor and, to that end, I am sure we have enhanced the lives of many people. However, it is vital our Board ensure the sustainability of the Trust by adapting to changes in national policy and regulation, maintaining our stock of almshouses alongside diligent financial management and stewardship of the Trust's resources. There are both challenges and opportunities ahead for the charitable sector – the shift from analogue to digital has implications for almshouses and yet devolution of health and social care from central government offers scope for almshouses to be key players in local neighbourhoods – and so, as a Board we need to plan robustly for the future.

With the above in mind, my colleagues and I recognise the need to recruit new trustees who will bring to the Board fresh skills, ideas and vision. As an inclusive organisation, we welcome diversity in our beneficiaries, our employees and, importantly, in our Board. If you have skills and experience which you consider to be of value to FPYT, I hope you will be encouraged by the information contained in this pack to engage in an informal conversation and/or express an interest in joining us as a trustee for a minimum three-year term.

Thank you,

Sarah De Biase

Chair



About us

Frank Parkinson was a pioneering electrical engineer, notable for the early development of electric lighting and motors. He and his brother established a company in their hometown of Guiseley, West Yorkshire, which prospered and became Crompton Parkinson. When he died in 1946, Frank left a large part of his considerable fortune to establish the Trust.

Our charitable purpose

[The Frank Parkinson Yorkshire](#) Trust exists to provide charitable housing and support for people in need, with a particular focus on older people. Through our almshouses in Guiseley and wider grant-making activities, we support housing, health and wellbeing, education and training connected with the electrical industry, and charities whose work advances these purposes.

Our priorities today

- providing high-quality charitable housing for older people through our almshouses in Guiseley
- supporting health, wellbeing and recovery for people experiencing illness, disability or financial hardship
- funding education, training and opportunities connected with the electrical industry
- supporting charities whose work advances these charitable purposes

Our almshouses consist of 44 units, comprising mostly one-bedroom bungalows, and ground-floor and first-floor flats (suitable for single or double occupation) located off Bingley Lands and Oxford Road in the vibrant town of Guiseley. We provide accommodation on license for older adults who meet the Trust's eligibility criteria and can evidence need and be able to live independently.

Over the past 18 months we have brought the day-to-day running of the site in-house, now employing a Head of Operations, a Housing Officer and a Finance Officer.

Under the wider objectives of the Trust, we also make grants to other registered charities within the broader Guiseley area, where their objectives align with ours. For example, we have provided ongoing support to a local charity catering for the needs of older adults with living disabilities by funding the purchase of a minibus. This facility has enabled them to go shopping and access other local amenities. Grants can also be made to support education, training and skills development linked to the electrical industry, including bursaries,

scholarships, apprenticeships and vocational training for those who are most likely to benefit from grant funding.

The Trust is in a strong position financially, with assets including significant monies in a range of pooled investment funds. Our assets must be protected, as maintenance and refurbishment of the almshouses to meet regulatory and FPYT quality standards is a continuous requirement which draws on the Trust finances.



Background to the roles

The Board of the Frank Parkinson Yorkshire Trust currently comprises five Trustees. The Board is seeking motivated people who live locally or in the surrounding areas and who share our commitment to honour Frank Parkinson's legacy by providing housing for older people and supporting local charities.

In particular, we are seeking:

- a trustee with experience in landlord or property management, housing compliance, asset management, building safety, housing operations or a related housing technical discipline, who can support the Board's oversight of the Trust's almshouse accommodation.
- a trustee, who will contribute to the strategic direction, governance and oversight of the Trust.

We welcome applications from people with a wide range of backgrounds and experiences who can contribute to the effective governance and future development of the Trust.



Trustee Job Description

Location	Guiseley, West Yorkshire
Time Commitment	Currently quarterly Board meetings are held on-site, and dates are set a year in advance for convenience. Trustees with the capacity to do so may also have the opportunity to support occasional projects, working with the Operations Manager and the Board
Duration	An initial term of three years, with the option to extend this
Remuneration	Unpaid; expenses covered in line with policy

Trustee duties

The Frank Parkinson Yorkshire Trust is a registered charity and a company limited by guarantee. The Board are the Trustees and directors of the Charity. The Trustees are responsible for the overall governance and strategic direction of the Charity, in accordance with the terms of its constitution, legal and regulatory requirements and best practice.

The role of a trustee can offer considerable satisfaction, challenges, and experiences. Trustees are active advocates of a charity, and there are many personal and professional benefits to being a trustee, including:

- the knowledge that you are contributing to a worthwhile cause
- building self-confidence
- gaining experience of committee work
- acquiring new skills through training, information and sharing experiences
- the enjoyment gained from working with a group of individuals from different backgrounds who share a similar passion for a particular cause

An introduction to the role of a trustee is provided in the Charity Commission guidance CC3a: Charity trustee: what's involved <https://www.gov.uk/guidance/charity-trustee-whats-involved>. More detailed guidance can be found in the Commission's publication CC3 The

Essential Trustee, available via the GOV.UK website

<https://www.gov.uk/government/organisations/charity-commission>.

The Board of Trustees of a charity is ultimately – and legally - responsible for the strategic vision, direction, and service delivery of the organisation, for its governance, for safeguarding its assets and hence for its general well-being. Day-to-day operational responsibility sits with the charity's staff, but trustees have an important role in providing top-level support and in ensuring that the charity fulfils its stated purposes.

General Trustee duties

- Ensuring the Charity remains focused on its charitable purposes and delivers meaningful benefit for its current and future beneficiaries.
- Setting the Charity's strategic direction and overseeing progress towards its objectives.
- Ensuring compliance with charity law, company law and the Charity's governing document.
- Safeguarding the Charity's financial sustainability, assets and resources.
- Overseeing risk management and protecting the Charity's reputation.
- Supporting, appointing and holding the senior operational leader to account.
- Upholding the Charity's values and acting in its best interests at all times.
- Preparing for and participating constructively in Board and committee meetings.
- Acting as an ambassador for the charity and promoting its work within the community.
- Accountable for decision making in conjunction with other members of the Board of Trustees
- Be willing to deputise for the Chair when the need presents

Person Specification

The person specification sets out the qualities, skills and experience needed to fill the role of Trustee. All Trustees need certain qualities such as integrity and commitment. However, not every Trustee will have the full range of skills and experience.

The Frank Parkinson Yorkshire Trust Trustees will have:

- Share a commitment to the purpose and values of The Frank Parkinson Yorkshire Trust.
- Care about improving the lives of older people and the communities the charity serves.

- Be willing to contribute their skills, knowledge and experience for the benefit of the Charity.
- Think strategically and exercise sound judgement.
- Work collaboratively and respectfully with fellow Trustees and staff, adopting a distributed leadership approach with a willingness to lead on specific areas governance aligned to skills and experience with agreement from the Board
- Be open to learning and to considering different perspectives.
- Be able to commit sufficient time to fulfil the responsibilities of the role.

Ready to apply?

[Eastside People](#) is supporting the [Frank Parkinson Yorkshire Trust](#) in the recruitment for this role. Please [click here](#) to apply by sending your CV and cover letter **both in Word doc. format.**

Please use the cover letter (max 2 pages) as an opportunity to add to the information you have shared in your CV and ensure that you cover the following:

- Why are you interested in becoming a trustee, and why with the Frank Parkinson Yorkshire Trust
- How can you contribute to the Frank Parkinson Yorkshire Trust as a trustee. Please highlight relevant experience and demonstrate how your skills match the specific requirements of the role as set out in the role description and person specification, if applicable.

You are welcome to send your cover letter in writing, or as a video or audio clip, alongside your CV. Any video or audio submissions should be emailed to lucinda@eastsidepeople.org

If you would like a call to discuss the role in more detail, please email Lucinda at lucinda@eastsidepeople.org to arrange a convenient time. Having a call of this kind will not influence the success or otherwise of your application.

We want you to have every opportunity to demonstrate your skills, ability, and potential. Please contact us if you require any assistance or adjustment so that we can make the application process work for you.

The closing date for applications is Monday 30 November with shortlisting interviews taking place shortly after. The interviews with the Frank Parkinson Yorkshire Trust will take place on **10 December**.

Eastside People is fully committed to equality of opportunity and diversity and work with our clients to ensure that we recruit inclusively, seeking to address the under-representation of some groups of people on boards and in leadership teams.

Finally

We recognise that AI can be a helpful tool, but please use it with care and ensure your application is accurate, personal, and genuinely reflects you. We do not use AI in our sifting or selection process – shortlisting is carried out by Eastside People employees.

If you know anyone else who might be interested, please do share this information pack with them.

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