

# HFS TRUSTEE RECRUITMENT PACK

**HFS – ALLEVIATING POVERTY,  
CREATING HOMES, REBUILDING LIVES  
AND PROTECTING THE PLANET**



## Thank you for your interest in joining our board of trustees

You're probably reading this because you are thinking about joining HFS as a trustee. If so, thank you. Your commitment and energy could make a direct difference to HFS and everyone we support. You don't have to be a hero or famous to change lives for the better - trusteeship allows you to do just that!

We would like to expand our Board of Trustees and it is an exciting time to join us. We are currently developing our new 3-year plan to deliver even greater impact to the people and families we support, which you will have a key role in shaping and influencing.

We are particularly interested in hearing from you if you have a background or advanced knowledge in:

- Retail/distribution
- Environmental issues/climate change
- HR or Finance
- Property management/re-development
- Lived experience of furniture poverty
- Commercial/business acumen

This list is not exhaustive, so if you have knowledge or skills not listed please do get in touch as well.

Being a trustee can be hard work and it's unpaid, however it can also be immensely rewarding, providing both expected and unexpected opportunities for personal development. The trustees have the ultimate responsibility for the charity and lead on the development and strategy of HFS, and while you bring your skills and energy to leading the charity, you will also find you are gaining new ideas, networks, experience and knowledge. By becoming a trustee, you have a significant opportunity to help shape the strategic direction of HFS to ensure that it continues to support the community, alleviate poverty, rebuild lives and protect the planet.

Thank you



**HFS** is the local independent furniture & electrical reuse charity that has been fighting furniture poverty in Hastings & Rother since 1988.

**Our Vision** - We believe every person, across Hastings and Rother, should have a bed to sleep on, a cooker to prepare basic meals with and the essential furniture to create a comfortable, safe home.

**Our Mission** – To help alleviate poverty by providing low-cost quality re-used furniture and electrical goods to low-income households; creating opportunities to enable individuals to improve their lives; diverting waste from landfill and reducing CO2e emissions.



## About us

## We are Hastings and Rother Furniture Service





# What we do

We currently have 3 large stores in Hastings and Bexhill that sell quality re-used furniture and electrical items. Households on low income get a 50% discount ensuring that these items are affordable for all.

We run volunteer employment programmes which provide practical opportunities for local people to gain skills, experience and confidence to enable them to further their careers.

We are also proud to be part of the circular economy and we aim to be at the forefront in tackling climate change across the region; to inspire and energise our community to reduce CO2e emissions and be part of the solution for Net Zero.



# Essential Starter Packs



**HFS was set up to help alleviate poverty by providing affordable quality re-used furniture and electrical goods to low-income households; creating opportunities to enable individuals to improve their lives; diverting waste from landfill and reducing CO2e emissions.**

**We also provide essential starter packs (including bedding; cooking utensils; toiletries and cleaning products) for families who are moving into social housing; refugees who are being resettled and women and children who are leaving refuges. These new “homes” are often bare empty flats; without even a bed to sleep on; a cooker to cook meals with or the essential furniture to create a comfortable; safe home.**

**Despite furniture poverty not receiving the same recognition as food or fuel poverty; it remains a harsh reality in our society. In the aftermath of the pandemic; compounded by the challenges of the cost-of-living crisis; HFS has experienced a substantial increase in demand for our services.**

# A brief history of HFS

- ▶ HFS originated in the 1980s at Hastings Unemployed and Claimants Advice Centre, evolving from a volunteer effort to reuse furniture for those in need. The demand led to its independence. In 1988, it registered as a non-profit to provide affordable furniture for low-income families.
- ▶ HFS became a charity in 1991 and maintains dual charity and business registrations. Most trading serves our main purpose by benefiting our beneficiaries and aims. The charity progressed, engaging unemployed volunteers, aiding around 1500 households annually. Funding from a Lottery grant in 1996 for vehicles supported demand driven growth.
- ▶ In 1997, we bought a former glassworks site in Dorset Place due to the Robert Tressell Workshops closing. The building was in disrepair, and we managed in limited conditions until funding allowed a rebuild. The new store opened in 2006.
- ▶ In the same year we partnered in local initiatives to help people develop skills and confidence for employment for training. The “Labour Market Solutions” programme funded 12-month placements for long-term unemployed, with many finding work. This effort continued through various projects like BEST, Future Jobs Fund and L-earn Partnership.
- ▶ In 2008, we acquired a former garage on London Road to establish HFS Bexhill which would improve our service access for Bexhill and Sidley residents. Service users increased from 110 households the year before to approximately 1400 in the first year of HFS Bexhill. The Bexhill store also features a training workshop which is currently being hired by The Men’s Shed. Our future plans for the Bexhill site are currently under discussion.
- ▶ In 2019 we were offered the use of a shop in Priory Meadow (formerly the Top Shop site) through Community Spaces. This was on a monthly rolling contract whilst we re-decorated our Dorset Place site. 4 years later we are still there and making the most of this prime location.

# Our Impact in 2022



**We supported  
4200 local  
families**



**Helped prevent  
468 tonnes of  
CO2e emissions  
from being  
produced**



**Saved 407  
tonnes  
from going  
to landfill**

## What's involved in being a Trustee for HFS

Our Board is responsible for agreeing the strategic direction of the charity, setting the budgetary framework and deciding upon major undertakings. Responsibility for the day-to-day operation of the charity is delegated to Kate Davidson our Chief Executive, who reports to the Trustees on a regular basis. This ensures that our Trustees have all the information they need to monitor progress and agree any strategic or budgetary adjustments which may become necessary

As a Board we must always

- act in the best interests of HFS, exercising the same standard of duty of care that a prudent person would apply if looking after the affairs of someone for whom they have responsibility
- act collectively as a group and not as individuals
- ensure that all of our decisions and actions are consistent with HFS values and how the charity is seen by the people and organisations who are involved in our work and by the wider public.
- have regard to the proper use of our power and act in line with our Charity Articles and our own aims and values
- that the charity follows the law. We also consider non-binding rules, codes and standards, and follow, for example regulatory guidance, the Charity Ethical Principles and other good practice initiatives that promote confidence in charities and create a supportive environment.

You are not expected to have a detailed knowledge of the legislation that governs our work as our staff will support you. However, you should be aware that legislation exists and where necessary you should be satisfied that the charity has Policies and Procedures and reporting mechanisms in place in order to ensure compliance.

For more information about becoming a charity trustee please go to: **[Charity trustee: what's involved \(CC3a\) - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/charity-trustee-what-s-involved)**







# Shop 2nd hand, it's the green thing to do

Choosing 2nd hand isn't just about getting a great bargain, it's also an eco-savvy way of helping the planet.

It reduces the need to manufacture more new items and conserves our planet's limited resources. It's a practical way to help reduce carbon emissions which means you are helping to protect planet.

hfs — because buying furniture shouldn't cost the earth.

www.hfs.org.uk

# Furniture Needed

We need good quality second hand furniture & electrical items

Can you help?

Please call our free collection or for

**01424 44 11 12**

**01424 22**

Community RePaint  
Proudly sponsored by Dulux

Low income £2.20  
Low income £5  
Low income £10

per household in a 3 month period

## Quality secondhand office furniture

Save over 80% compared to new prices

Seating Storage Filing cabinets Desks

secondhand you are making a choice to save the environment

Buying office furniture shouldn't cost the earth

## Eco-friendly living: preloved and vintage furniture

For a home less ordinary come to HFS

Buying second-hand furniture is a more sustainable and environmentally friendly choice because it reduces the demand for new production, conserves the earth's finite resources and therefore minimises pollution.

because buying furniture shouldn't cost the earth.

at an 8 minute walk away

6-10 Dorset Place Hastings TN34 1LG  
Call us on 01424 446335  
Email us at [mail@hfs.org.uk](mailto:mail@hfs.org.uk)

Open Tues-Sat 9.30-4.30

ing poverty, creating homes,  
ves and protecting the planet.

# Our Strategic Aims 2023-26



## **People**

We want to continue to be an inspiring place to work; where staff and volunteers feel empowered, valued and are involved in the future direction of the organisation



## **Services**

We aim to increase access to our services to ensure we meet the needs of our local community. Obtain and supply good quality affordable used furniture and provide a responsive, accessible, and friendly service to our customers. Design and develop initiatives that will enable people to move beyond poverty



## **Environmental**

We aspire to be at the forefront in tackling climate change across the region; to inspire and energise our community to reduce CO2e emissions and be part of the solution for Net Zero. We aim to make our own organisation climate positive and to minimise our impact on the planet.



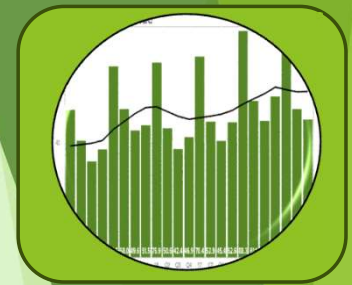
## **Community**

We want to create a better quality of life for our community. We will work in partnership with other organisations to influence change and to reduce poverty and its impact.



## **Awareness Raising**

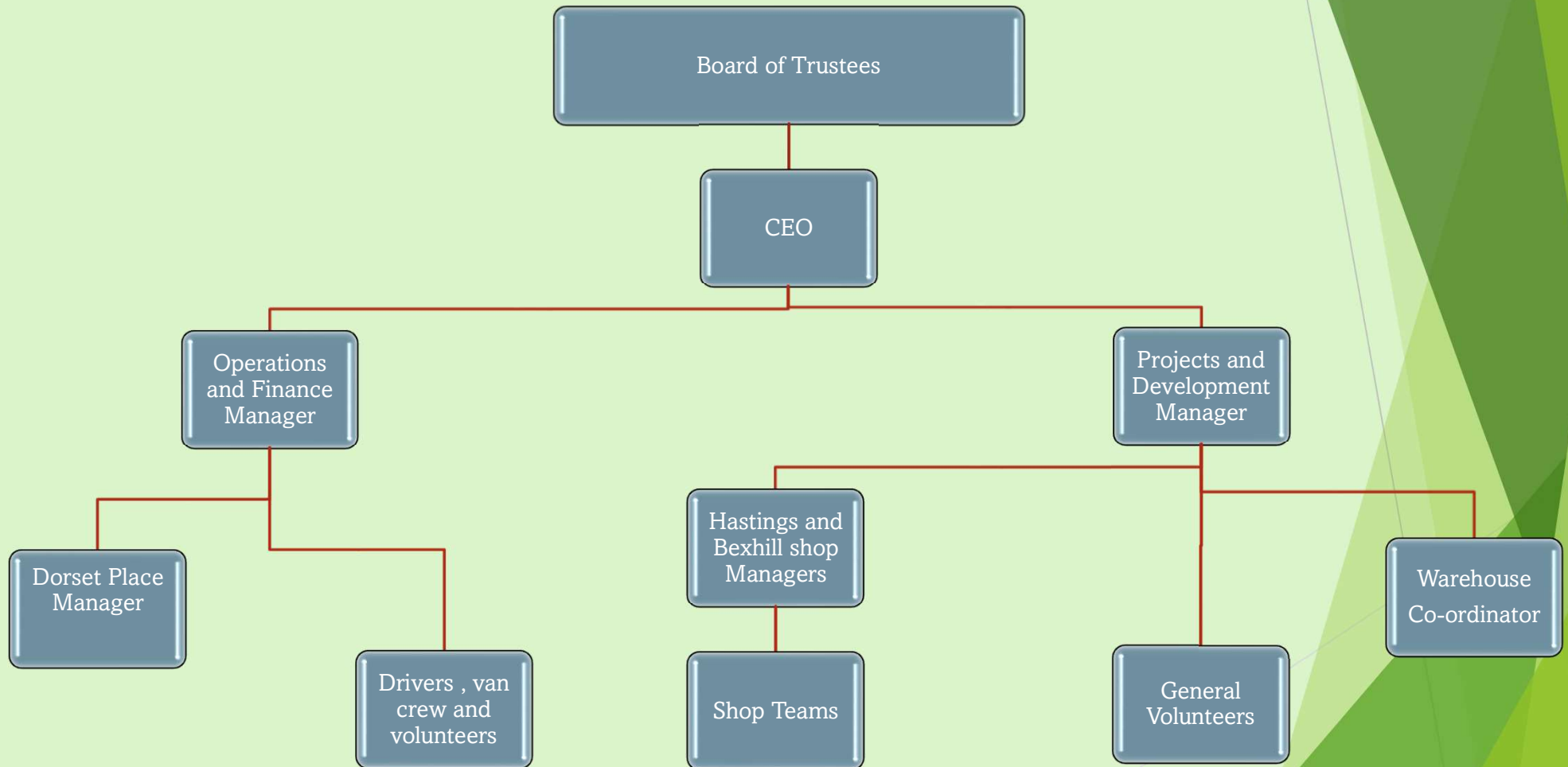
We want to ensure that the reality of living without essential furniture is understood by the wider community and to campaign to end furniture poverty. We will challenge how the throwaway culture is damaging our planet and inspire our community to recycle, repair and reuse and to promote the circular economy



## **Performance**

We want to diversify our income streams to further enhance our financial resilience and evolve our income generation. We will manage our resources and assets professionally and effectively to ensure that we can continue to deliver our services both now and in the future

# Hastings and Rother Furniture Service Reporting Structure



# Our Trustees



**Claire Davies**

## Chair

Claire has worked in project management and business consultancy for 25 years. Having lived in St Leonards for over 20 years, she is passionate about wanting to help improve the environment and quality of life for people living in the town that she loves.



**Keith Sellens**

## Treasurer

Keith is a retired Chartered Accountant who spent most of his working life as a partner in an accountancy practice in St Leonards-on-Sea. Charities featured highly amongst a varied client base. In retirement he is a director of a national member-owned co-operative



**Jacky Everard**

## Trustee

Jacky has been the CEO of Hastings Advice and Representation Centre (HARC) for over 30 years. Over the years, she has dedicated her career to supporting the most vulnerable residents to ensure that they are supported, respected and heard.



**Brett Mclean**

## Trustee

Brett is a business and community leader He is a licensed security industry authority officer with the Home Department, community carer of over 30 years and a funeral director who likes to add value to people's lives and the community in which he lives.



**Jake Alexander**

## Trustee

Jake has worked in Health and Social Care for over 13 years He is currently a Team Leader for the Drug and Alcohol service in Hastings and Rother. He also co-created and founded Hastings Fringe Comedy Festival in 2015 and is a co-director of the annual fringe event.



**Paul Courtel**

## Trustee

Paul is a retired Market Analysis Specialist from a multinational electronics company and has a background in industrial economics. His expertise includes business forecasting, strategic planning, and competitive intelligence. Additionally, he served as a former elected District Councillor. <sup>12</sup>



If you are interested in finding out more about the role, we would love to hear from you and answer any questions you may have.

Contact **Claire Davies**, Chair, or **Kate Davidson**, CEO, on 01424 446 335 or email [kate@hfs.org.uk](mailto:kate@hfs.org.uk)

**THANK YOU**

**How to  
become a  
Trustee  
with us**

