

SOUTH HILL PARISH HALL

FINANCIAL

POLICY

Statement

The committee is the management body for South hill Parish Hall.

It is a registered charity. Number 308270.

The committee complies with the charity commission and provides the facility to run the Parish Hall.

Aim

The aim is to run the finances of the hall ensuring enough money is raised through the lettings and fund-raising events.

Principles

The committee has appointed a Treasurer / Booking Secretary, who is responsible for the day-to-day management of the finances.

A financial record is kept, recording all income and expenses.

The financial year ends on 30th April, and the accounts presented at the Annual General Meeting held in May.

The accounts will be independently examined by an auditor appointed by the committee.

The committee will approve the income and expenses prior to the start of each financial year and at every committee meeting.

All transfer monies will require two persons to authorise.