

# Pilsley Village Hall

## Financial Management Policy

### **1. Purpose**

Ensure strong financial stewardship and compliance with Charity Commission expectations.

### **2. Responsibilities**

- Trustees oversee finances.
- Treasurer maintains accurate records and prepares accounts.

### **3. Payments**

Two signatories for payments over agreed threshold. No cash spending unless approved.

### **4. Income**

Hirer income logged and banked.

### **5. Reserves**

Designated and general reserves maintained with clear purpose.

### **6. Reporting**

SORP-compliant annual accounts; quarterly internal reporting.

### **7. Review**

Annual review. Version 1.0 Adopted by trustees 11<sup>th</sup> June 2026

Next Review May 2027