

## **St Peter's Wellesbourne: Finance Committee**

### **Aim:**

To provide support and guidance to the PCC in the appropriate conduct of the financial affairs of the parish.

### **Objectives:**

- To support the Vicar/Priest-in-Charge, Church Wardens and PCC Treasurer in complying with Diocesan and Charity Commission financial requirements.
- To support the PCC Treasurer in the preparation, and management and monitoring of parish budgets, and preparation of the annual accounts.
- To advise on the use of any reserve funds (e.g. Carr Bequest)
- To identify suitable fundraising initiatives in order to provide for the financial needs/obligations of the parish.
- To ensure that the Stewardship Secretary is adequately supported in developing giving by the congregation.
- To make recommendations regarding economical use of our resources, e.g. Insurance, Utilities etc.
- To make recommendations on the purchase of software etc. for bookkeeping.
- To make proposals to meet charitable giving requirements.

### **Appointed by/Responsible to:**

The Finance Committee reports and makes recommendations to the PCC through the Standing Committee as required by the annual cycle of meetings.

### **Membership:**

The membership will include a Church Warden, Vicar/Priest-in-Charge and the PCC Treasurer, supplemented by a small number of PCC or co-opted members with relevant financial/business skills. (The Vicar/Priest-in-charge is an ex-officio member of all PCC sub-committees).

There will be no minimum attendance to be quorate.

### **Chairman:**

Meetings will be chaired by the Treasurer, Vicar/Priest-in-Charge, or a member of the Committee appointed by the PCC.

**Meeting Frequency:**

The Finance Committee will meet approximately 4 times per year, between PCC meetings. Meetings should last no more than 90 minutes.

**Sub Committees:**

The Finance Committee may delegate individuals/sub-Committees to carry out tasks on its behalf.

**Authority:**

The Finance Committee is authorised by PCC to commit expenditure up to the sum of £500 within the totals laid out in the budget approved by the PCC

**Additional Info:**

Nil

**Review Date: January 2020**