



Slapton Village Hall

Registered Charity: 300968

Controls over purchases: Trustees have a responsibility to ensure that adequate checks are made to both confirm that purchases have been properly authorised by a minimum of two Trustees and that goods or services ordered have actually been received. Expenditure over £10,000, where possible, will require two or three quotes to be obtained.

Controls over Public Donations and Legacies

The Trustees are responsible for ensuring that when a public donation or legacy is offered to SVH, the Treasurer confirms to the Trustees that the party donating is personally known to SVH. Any attached conditions are acceptable if they support the purposes of the charity and do not introduce any conflict of interest. If the donating party is not known to SVH then it is necessary to carry out a Know Your Client Procedure. Donations and Legacies that do not support the charitable purposes for SVH will not be accepted.

Investing Charity Funds

The Trustees have overall responsibility to apply the Charity's income to the benefit of the Village Hall and grounds and the income will generally be spent rather than invested. All liquid assets are to be kept in a UK Bank in current or deposit accounts.

Trustees'/Committee Members liabilities

If funds are lost through Trustees neglecting their duty of care, they could be held personally liable to repay to the Charity the funds lost. However, if reasonable controls are in place and have been adhered to, then Trustees are unlikely to find themselves in the position of having to make good any such loss.

This Policy will be monitored and is subject to an annual review.

Adopted: *14th July 2026*

Reviewed: *At each AGM*

Signature: *S.A. Summock*

Name: *SHIRLEY ANNE SUMMOCK*