

Great Ryburgh Memorial Hall & Playing Field

Reserves Policy

1. The trustees understand that a reserves policy is required to ensure that reserves be maintained at a level which ensures that the Memorial Hall (1914-1918) (1939-1945) Great Ryburgh and Great Ryburgh Playing Field core activities can continue during a period of unforeseen difficulty.
2. Reserves are part of the charity's funds that are freely available to fund its general operations and so are not subject to commitments, planned expenditure or other restrictions. Consequently, reserves do not include endowment funds restricted funds and designated funds. The need to use reserve funds is entirely at the discretion of the trustees. They will record the reasons for such use in minutes of an Ordinary General Meeting (OGM).
3. The calculation of the required level of reserves is an integral part of the organisation's planning, budget and forecast cycle.
4. The calculation of the required level of reserves takes into account:
 - Risks associated with each stream of income and expenditure being different from that budgeted
 - Fixed and variable income and expenditure
 - Planned activity level
 - Organisation's commitments
5. The Memorial Hall and the Playing field aims to maintain a minimal level of reserves, held to cover all liabilities in the event that the organisation needs to be dissolved.
6. The reserves will be maintained in a readily realisable form. E.g. Business premium account.
7. This policy will be reviewed at every Annual General Meeting (AGM) based on the income and expenditure of the previous accounting year: a record will be made of the reserve amount in the AGM minutes accordingly. In addition, more frequent reviews may be undertaken following any changes to legislation and agreed at Ordinary General Meetings (OGM).

7th May 2025

History of amendments		
Date	Amendment	Reason for change

Signed by:

Position

Date