

Brighthouse West Yorkshire Area Meeting (Quakers)

RESERVES POLICY

Date Policy Agreed by Area Meeting Trustees: 30/11/2014 **relevant minute:** 14:38:4

Date Adopted by Area Meeting in Session: **relevant minute:**

Date for Review of Policy by Trustees: October 2019

1. General Principles Money should be used to support our spiritual purposes, to put our faith into practice. We need to be prudent in the care of our resources, but we are also encouraged not to hoard money if there is no particular purpose in view, as funds are held to support the work of a charity, not as an end in themselves.
2. Reserves Reserves are needed in case of unusual circumstances, e.g. loss of rented/leased premises. We recommend that Local Meetings and Area Meeting have reserves of 12 months' expenditure for the Meeting's general purposes. These should not be used ordinarily to meet deficits in the Meeting's general balance of income and expenditure over the year, which should be addressed by adjustments to budgeting. Reserves will need regular review and adjustment to respond to changes in circumstances, including inflation.
3. Repair and Maintenance Funds For Meetings with their own Meeting House, we recommend the building up and keeping of a designated Repair and Maintenance fund sufficient to meet the routine and predictable expenditure incurred in the repair and maintenance of property, including furnishings.
4. Emergency Reserves For Meetings with larger commitments and responsibilities (e.g. with their own Meeting House), it is advisable to hold a further Emergency Reserve in case of disasters or emergencies, in addition to holding adequate insurance cover.
5. Funds for Specific Projects Where there is a vision for a particular project/cause, e.g. the development of premises, a Fund can be set up for this purpose, but as a general principle, Meetings shouldn't use funds to generate money without some purpose in mind.
6. Legacies We are advised that legacies, unless very large, should normally be used within about five years to enable action to be taken that enhances our Quaker life and witness. However, any specifications for the use of a legacy by the donor must, of course, be respected.

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