

Maresfield Conservation Group (MCG) – Expenditure and Bank Authorisation Policy

Expenditure Limits

Committee members may enter into commitments on behalf of the MCG within the following limits.

Amount	Authority	Method
Up to and incl. £75	Any one Committee Member	Notify Treasurer (post event)
£75 - £200	Any two Committee Members	Notify Treasurer (post event)
Over £200	All Committee Members	Prior agreement by general email to Committee or Committee WhatsApp

The Treasurer will monitor and record any actual payments and notify the Committee on a monthly basis through the monthly accounts update.

Bank Accounts - Authorisation.

- HSBC – Terence Brady (Treasurer) and Bruce Milton (Trustee) are each authorised to conduct online banking.
- The Charity Bank – Any two of Terence Brady (Treasurer), Caro Shaw (Trustee) and Richard Wane (Trustee & Secretary) are authorized to issue instructions.

The Treasurer will monitor the bank accounts and report to the Committee on their status on a regular (typically monthly) basis.

Notes:

This Policy was agreed by the Trustees at their Committee Meeting on 20th October 2025.

The Secretary will bring this Policy back for review with the Committee at least annually.