Finance Policies

Reviewed and accepted Signed *PSFermor* **08/03/2026**

Trustee expenses Policy and Procedures
Reserves Policy
Engaging External Speakers Policy.

Trustee expenses Policy and Procedures

The Pastor may claim for reasonable expenses incurred in his role, including travel on Church business. All claims for reimbursement of expenses should include all relevant information and should be accompanied supporting proof for that claim, including copies of receipt(s) where appropriate.
Trustees may claim for reasonable expenses incurred in their role as Trustee. All claims for reimbursement of expenses should include all relevant information and should be accompanied supporting proof for that claim, including copies of receipt(s) where appropriate.

Reserves Policy

It is our policy to maintain a balance on unrestricted funds (if possible) which equates to at least 3 months unrestricted payments to cover emergency situations that may arise from time to time. If the unrestricted funds fall below this threshold, we will review our finances and take appropriate action.

Engaging External Speakers Policy.

Introduction:

Deal Pentecostal Church values the contribution of external speakers in enriching our events and building upon our objectives. This policy outlines guidelines and procedures for engaging external speakers for our events, ensuring that their participation aligns with our objectives, values, and legal requirements. It applies to all trustees, volunteers, and members involved in event planning and speaker selection.

1. Objectives:

The key objectives of the Engaging External Speakers Policy are to:

1.1. Promote the Christian faith in accordance with our Statement of Faith and our Constitution.

1.2. Maintain professional standards and ethical conduct during events.

1.3. Comply with legal requirements and safeguard Deal Pentecostal Church's reputation.

2. Speaker Selection and Invitation:

2.1. External speakers should be chosen based on their experience and reputation within the Christian faith.

3. Invitation Process:

3.1. Invitations should be extended in clearly stating the event details, expectations, and any honorarium or remuneration offered.

3.2 Deal Pentecostal Church will maintain open and clear communication with the speaker, providing event details, timings, logistics, and establish what any necessary support or resources may be required e.g. audio-visual requirements, and any other specific needs.

4. Reimbursement and Remuneration:

4.1. The society will reimburse reasonable travel expenses incurred by the speaker if required. This will normally be agreed at the time of invitation.

4.2. Honorarium or remuneration, if applicable and agreed upon, will be paid to the visiting speaker.

5. Post-Event Evaluation:

5.1. Informal feedback will be sought from event attendees to judge the success or otherwise of the event and to inform future event planning and speaker selection processes.

5.2. Speakers should be provided with an opportunity to provide feedback on their experience at the event, allowing for improving processes and to enhance speaker satisfaction.

6. Review and Compliance:

6.1. This policy will be periodically reviewed by the Church Council to ensure its continued effectiveness and compliance with relevant legal and regulatory requirements.