



St Mary Gillingham Scout Group Subscriptions Policy

Introduction

The Executive Committee are responsible for ensuring that the finances of the group are secure. The majority of the group's income comes from member subscriptions.

This policy details how subscriptions should be collected.

Membership Subscriptions (Subs)

Membership subscriptions (Subs) must be paid during the first two weeks of term. This ensures that the youngster is recorded as a member of the Scout Association and that the association's insurance cover is valid. Subs are reviewed annually by the Executive Committee of the Group. Any change will be given in writing to parents/guardians at least 4 weeks before the revised subs are due. If subs are not received within 4 weeks the committee reserve the right to refuse admission of any youngster until the subs are paid. If they remain unpaid for a term membership of the group automatically ceases.

Payment Procedures for Subscriptions

Subs can be paid via online banking as a standing order. Payments can be made monthly, termly or annually. Our fee from the 1st April 2018 will be £120 per member (£10 per month or £40 a term). Bank account details:-

Lloyds Bank Gillingham Branch
Sort Code. 30-93-45
Account No. 01723716

Cheque payments are to be made payable to "St Mary Gillingham Scout Group" ensuring your child's name is written on the reverse, no cash please.

Payment for more than one member may be combined. Please ensure all names are on the reverse of cheques or envelope.

Concessions

The group may be able to offer financial assistance with subs and other scouting costs if a family is experiencing financial hardship. The group will consider such circumstances on a case by case basis and discussions will always be in confidence.

Gift Aid

We are registered with HM Revenue and Customs to be able to claim back tax paid on subscriptions and donations. We will seek to claim Gift Aid wherever possible. Please complete the gift Aid declaration form which is available in the scout hall or can be download from the group's web site. www.stmarygillinghamscoutgroup.co.uk