**Finance Sub-Committee**

**Terms of reference:**

The finance committee is a sub-committee of the PCC of St George-in-the-East.

As such,

* It will oversee and administer the finances of the church.
* It reports at each PCC meeting - including Management Accounts, Audited Accounts and the Annual Budget. In addition any updates or changes to the policies and practices of the financial management of the church must be approved at a Standing Committee or PCC meeting.
* It will have at least one member of the PCC on the sub-committee. The PCC Treasurer must be a member of the sub-committee.
* A Chair will be appointed to the sub-committee.
* Other members of the sub-committee can be drawn from members of the congregation who are on the electoral roll and members of the staff and clergy.
* It will meet formally, minute the meeting and email minutes to the PCC Secretary before the next Standing Committee or PCC meeting.
* It will agree with the PCC reasonable costs it can incur in the course of its work. This figure will be updated in these terms of reference.
* The PCC is ultimately responsible for the work of the finance sub-committee and should give clear direction to the sub-committee.