

BECCLES TOWN COUNCIL

Mayor's Appeal Policy

Agreed by full council November 2023

Review date: November 2026

There is a longstanding tradition of the mayor having an appeal for local charity / charities during their year of office. This policy outlines how funds raised for such appeals should be managed and spent.

The income generated from all fundraising events / donations shall be held in the Town Council's 'Mayor's account'. Any expenditure incurred shall be paid from this account. The Town Clerk will maintain records of such income and expenditure and report this to the mayor on a quarterly basis.

For all Mayoral appeals from 2023-24 onwards all monies must be spent within twelve months of the end of the relevant Mayoral year. Exceptions may be agreed by council if the project being funded is delayed.

For money currently held for previous Mayoral appeals, a deadline of twelve months from this policy being approved is set for the balances to be spent.

For all existing and future Mayoral appeals, if the monies are not spent by the end of the twelve months, the money will automatically be transferred to the current Mayoral appeal, unless council specifically agrees a dispensation to hold the money for longer.