

Reimbursement and Payments to Members – Procedure and Policy.

The underlying principle is that it should not cost one member more than another to belong because of their contribution to the running of the club.

Expenditure.

Expenditure incurred, up to an amount of £40 per item, can be reclaimed by application to the Treasurer providing receipts in support.

Individual items between £41 and £150 require the approval of any one committee member.

Items between £151 and £300 require the approval of the Treasurer and one other Flag Officer.

Items in excess of £300 require approval of the whole committee. If timing issues prevent this being done at a routine meeting approval can be given via email communication.

The mileage allowance, where applicable, is paid in addition to the expenditure.

Subsistence reimbursement.

RYA and other approved courses.

Assistant Instructor: £6 per half day

Instructor: £8 “

PB Helm: £8 “

PB Crew: £8 “

The mileage allowance is paid in addition.

Coastal PB duties.

The mileage allowance is paid to the duty crew for the journey from the club to the destination. An additional 0.05p/mile is paid when both crew members occupy the same vehicle.

Where one crew member does not go to the club their mileage allowance is adjusted to reflect the difference between the mileage normally incurred for a Hedgecourt duty and the mileage incurred for the coastal duty.

Other expenses

As approved by committee.

The mileage allowance can be claimed for journeys undertaken while helping to run the club.