"Newchurch Village Community Association" Is the working name of NVCA
a company limited by guarantee, Company Number 12027719
NVCA is a registered charity, charity number 1194179

NVCA

Reserves Policy – required amount

Please refer to the NVCA Reserves Policy

1. Per the charity commission – How to set a reserves policy

"*Your reserves policy should set out: how much your charity needs to hold in reserve and why how and when your charity's reserves can be spent how often the reserves policy will be reviewed You can set aside enough money to meet a potential need, such as an unexpected drop in income. If you set aside money for a specific purpose, such as building works, make it clear that this is separate from the charity's general reserves."*

Our reserves policy covers this. The potential commitment to the Woodside Hut would require setting aside from the general reserves, however until the commitment precipitates, we need to retain reserves to cover the potential project of the hut.

Conversely, charities should not hoard funds and apply the funds raised to its purposes. Should the potential commitment to the hut evaporate then the reserves policy and the amount that should be retained would have to be reviewed at that time.

2. Unrestricted reserves

Reserves which are restricted, or designated, do not form part of the unrestricted reserves. As at our year end 30th June 2025 the unrestricted reserves are £4,911

3. Required amount of retained reserves

The recurring expenses which would have to be covered in the event all income ceased are £2,400 for one year.

This figure is based on the draft accounts to June 2025

	2025	2023
Bank Charges	0.00	0.00
Companies House Charges	34.00	13.00
Domain Charges	250.00	250.00
Health and Safety Costs	0.00	0.00
Independent Examination Fees	175.00	165.00
Insurance	375.00	350.00
Miscellaneous Expenses	0.00	0.00
Postage and Carriage	10.00	10.00
Printing & Stationery	0.00	0.00
Subscriptions	75.00	75.00
SumUp Charges	0.00	0.00
Accountancy Programme	375.00	325.00
Venue Use Donations	200.00	150.00
Lottery Licence	20.00	20.00
Little Park Upkeep Costs	250.00	250.00
Green Upkeep Costs	600.00	600.00
	2,364.00	**2,208.00**
say	**£2,400**	**£2,300**

On this basis the unrestricted retained reserves required for the reserves policy would be £2,400

This £2,400 should be the minimum amount held in the 35 day notice account.

Iain Blair
Finance Trustee
NVCA

6 August 2025