



## **WEALDEN SAILABILITY**

### **TRUSTEE EXPENSES POLICY**

#### **Trustees**

1. Unless by personal choice, no trustee should be 'out of pocket' as a result of carrying out their normal duties and responsibilities.
2. Claims for expenses by a trustee must not be paid without the majority approval of a minimum of 2 other Trustees.
3. All expenses paid to trustees must be documented and reported in the Annual Financial Report.

#### **Volunteers**

1. Payment of expenses to volunteers may be considered by the Trustees on a case-by-case basis but must be documented and included in the Financial Report.

#### **General**

Repayment of approved expenses should be dealt with as quickly as possible.

Where payments are made for mileage when travelling Wealden Sailability will use the published rates issued by HMRC.

End

Revisions:

Drafted 7th July 2010  
Approved 16th November 2010.  
Revised 18/05/2011 – Name and Logo changed.  
Reviewed 17/02/2014 – no changes.  
Reviewed DM/ST 01/12/2015 – No changes

## WS Policy Document C2- Trustees Expenses Policy-Rev-19.03.2026

Reviewed DM/ST 25/01/18 – No changes

Reviewed DM/ST 05.04.19 – No changes

Reviewed DM/NL/ST 21.01.21 – No changes

Reviewed DM.NL.ST 02.04.2022 – No changes.

Reviewed JB.NL.ST, MM, HF, PC 02.04.2022 – No changes.

Reviewed NL 19.03.2026 Removed broken links. Added statement about mileage rates..