

Cash Retention Policy

Adoption Date 14th April 2016
Last Review 14th April 2016
Next Review 14th April 2017
Revision Number 1



1 REVIEW POLICY

This policy should be reviewed yearly as part of drafting the budget.

2 PURPOSE

Cash retention policy exists to ensure the parish has enough operating cash to cover variability in cash flow.

3 CONTENT

We aim in 2016 budget to allow for an unencumbered bank balance of no less than one month's expenses. Furthermore, we aim in 2017 budget and beyond to allow for an unencumbered bank balance of no less than two month's expenses.

4 REVISION AND REVIEW HISTORY

Revision Number	Date	Changes/Comments
1	14th April 2016	Initial adoption