

St Albans Players

Annual Charity Selection and Support Policy

1. Purpose

St Albans Players chooses one charity each year to support through fundraising activities undertaken by the group. This policy sets out the process for selecting the annual charity, recording monies raised, and making the final donation.

2. Scope

This policy applies to the selection of the group's nominated charity and to any funds raised by St Albans Players for that charity during the relevant year.

3. Annual Selection Process

3.1 Before each Annual General Meeting (AGM), members will be invited to suggest a charity for consideration. The Committee will decide the deadline for submissions.

3.3 At the AGM, the suggested charities will be presented to members for discussion.

3.4 If there is general agreement, one charity will be selected by consensus.

3.5 If more than one charity remains under consideration, the Chair will call for a vote. The charity receiving the most votes will be selected as the group's annual charity.

3.6 At the first meeting after the AGM the committee will nominate one of its members to be a contact for the charity through the year.

4. Period of Support

4.1 The charity selected at the AGM will normally be the single nominated charity for the period until the next AGM selection process is completed.

5. Fundraising for the Annual Charity

5.1 St Albans Players may raise money for the nominated charity through activities held during the year. Such activities may include raffles, quizzes, collections, or other events organised by or on behalf of the group. The charity will normally have a feature in any printed production programmes during the year.

5.3 The Committee will decide which activities are to be treated as fundraising for the annual charity.

6. Recording of Funds

6.1 Monies raised for the annual charity will be recorded separately from the group's general funds.

6.2 The Treasurer, or another person authorised by the Committee, will maintain a record of funds raised for the charity during the year.

7. Aggregation and Donation

7.1 All monies raised for the nominated charity during the year will be aggregated in June of the following year.

7.2 Once the total has been confirmed, a single donation will be made to the charity on behalf of St Albans Players, in accordance with the group's normal financial procedures.

8. Publicity

8.1 The group may publicise the name of the nominated charity, relevant fundraising activities, and the final donation amount, where appropriate.

8.2 Any such publicity should be issued through the group's usual communication channels.

9. Exceptional Circumstances

9.1 If exceptional circumstances arise which make it impractical or inappropriate to continue supporting the selected charity, the Committee may determine an alternative course of action.

9.2 Any significant change to the normal process should be reported to members.

10. Review

This policy will be reviewed by the Committee from time to time and updated as required.

Revised April 2026