



The Friends of
Thringstone



'Working together to improve our village'

Chairman: Nita Pearson

20 Springfield, Thringstone, Leicestershire, LE67 8LT.

Telephone: 01530 223434

[mail to: nita.pearson@ntlworld.com](mailto:nita.pearson@ntlworld.com)

Visit our website at: www.friends-of-thringstone.org.uk

Volunteer Expenses

Friends of Thringstone realise that volunteers give a lot of their time to help the group, and also incur out of pocket expenses as a result. This information sets out what expenses can be reimbursed, and how this can be done. All claims for expenses will need to be accompanied by receipt/receipts before being paid but if monies have been paid and no receipt issued, a written invoice or statement of purchase needs to be provided by the volunteer. This statement should be reviewed annually, if possible.

Monies may be reimbursed by cash up to a maximum of £75 but it is expected that for all costs over £50, volunteers will seek clarification on their purchase from the chairman and committee in advance. If a member wishes to be reimbursed by cash they should inform the chairman prior to making the claim so that the committee can be consulted in advance.

Volunteers who do not wish to be reimbursed should still, where possible, claim their expenses and then donate them back to the group. This stance accepts that not everybody wishes to be reimbursed, but follows our equal opportunities policy and also allows us to have an accurate picture of volunteer costs for funding bids. Volunteers in receipt of state benefits are still entitled to receive out of pocket expenses, but need to check with the authorities over the limit of expenses that can be claimed without benefits being affected. If plants or shrubs are bought, this needs to be discussed with the chairman and committee prior to purchase.

Members can be reimbursed for:

- Food purchased for litter picks/social events plus associated costs of plates etc.
- Compost and bark used in planted areas
- Replacement for tools broken during work carried out by anybody doing gardening
- Car parking costs incurred whilst volunteering for the group
- Postage and phone call costs relating to group work
- Special equipment/protective clothing which may be needed whilst working for the group
- Stationery, copying and printing costs incurred whilst carrying out work for the group
- Travel costs (bus/taxi) incurred whilst carrying out work for the group based on an agreed maximum of £20. In the event of it being necessary for someone from the group to attend an event outside our area on behalf of the group, the cost of the petrol/travel will be reimbursed if a receipt is provided and the travel has been deemed necessary by the chairman and committee.

May 2025



The Friends of Thringstone

Winner of Gold and Silver RCC Village achievement awards 2010
Awarded Outstanding Achievement Certificate in the RHS
Britain in Bloom Neighbourhood Awards 2009
Winner of the NWLDC's Footprint Awards under Partnerships
and Community Groups 2009

