

## Subscriptions Policy

Version: 1.0 Last Updated: 5 July 2021

Unless otherwise agreed, all payments to the group for Subscriptions must be made by Direct Debit via Online Scout Manager.

The annual subs amount is set by the Executive Committee every January with new rates announced to parents/carers in February and taking effect from April. These are payable monthly excluding July and August (10 months).

Parents or carers in financial difficulty should speak to the relevant Section Leader in confidence in the first instance. Financial difficulties should not be a barrier to young people accessing Scouting. Biggleswade Scout Group has a benevolent fund to help those who find it difficult to afford scouting.

In setting the subs amount, the Executive Committee will aim to ensure that the subs income (including Gift Aid on subs payments) is sufficient to cover the expected core expenditure of the group for the financial year.

### **Non-Payment**

If amounts become overdue, three reminders will be sent automatically by email.

Should the amount remain outstanding after 28 days, unless the section leaders or GSL are aware of extenuating circumstances, a formal letter will be sent giving 14 days' notice to make the payment. This will explain that unless payment is made within 14 days membership will be terminated.

At least 14 days later, if payment is not received, a further letter will be sent by the Group Scout Leader, terminating membership.

Upon membership being terminated, the relevant space will be offered to the next person on the waiting list. Should a young person wish to re-join the group, they will need to go through the application process again.

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**If you cannot pay, please talk to us! We can then sort something out to avoid having to exclude anybody.**

**If you are a UK taxpayer paying subs, please complete the Gift Aid Declaration on Online Scout Manager. This is quick and easy to do and is worth an extra 25p to Biggleswade Scout Group for every £1 you pay – at no cost to you.**