YORKSHIRE FEDERATION OF YOUNG FARMERS' CLUBS
Regional Agricultural Centre, Great Yorkshire Showground, Railway Road, Harrogate, HG2 8NZ Tel: 01423 546170, Email: office@yfyfc.org.uk

TERMS OF REFERENCE – EVENTS, FINANCE & GENERAL PURPOSES COMMITTEE

Delegated responsibility from the Executive Committee for:-

- The organisation of fundraising events to supplement the Federations income
- Budgetary Control and Financial Management of the Federation
- In conjunction with the holding Trustees of the Federation the management of investments
- In conjunction with the Federation's Grants Sub-Committee the application for relevant grants and funding
- In conjunction with staff, other sub-committees and members to solicit sponsorship for the furtherance of the Federation's aims and objectives and programme of events
- The purchase or hire and management of all assets for use by staff and members of the Federation

DIRECTLY RESPONSIBLE FOR:-

- The allocation of new responsibilities to the appropriate sub-committee
- The requisition of a membership return from each of the Federations affiliated clubs
- The recommendation of affiliation fee levels; the mechanics of affiliation fee apportionment and all the other matters relating to affiliation fees
- The management of legal procedures and policies relating to the Federations activities
- Liaising with other sub committee to ensure that the Federations obligations to Health and Safety legislation are complied with
- Advising the Executive Committee on Financial Policy and the financial consequences of any proposal put before the Executive Committee
- Liaising with other sub-committees to ensure their programmes and spending proposals are financially viable and within budget
- The management of the Federation administration with special reference to the County Annual General Meeting
- To oversee the administration and implementation of the Federations Safeguarding policies

- The management of all matters relating to the Constitution, Standing Orders and Terms of Reference and to advise the Executive Committee of any additions, amendments or deletions required to these documents

- To make recommendations on the levels of expenses and Honorariums to be paid to members of the Federation

- In conjunction with the Staffing Committee to manage all staffing matters set out in the Constitution

- To work with all other committees and sub-committees within the Federation structure to further the Federations aims and objectives

- To carry out all functions laid down in the Federations Constitution and Standing Orders for the Events, Finance and General Purposes Committee

- To receive reports and accounts from YFYFC Bars Ltd and make recommendations of directors

- The management and responsibility for the Great Yorkshire Show Committee and organising volunteering/staffing and the activities on the stand in July each year

Amended January 2022
Reviewed January 2019
Reviewed November 2023
Approved 25.01.2024