



Voluntary Treasurer

We are looking for a treasurer to oversee the accounts and finances of our charity on behalf of our very popular social and & leisure club for adult with learning disabilities

We need help with:

- Maintaining the charity's financial records, banking matters and preparing annual accounts.
- Complete the staffs monthly pay run including tax & NI payments.
- Ensure that the charity operates within the financial guidelines set out in current legislation, by the Charity Commission, in the Charity's constitution, Company Law and by the Trustee Board.
- Attend six weekly committee meetings.

Is this you?

This role comes with a lot of responsibility. If you are the person that can offer us this, it would be an immense help and extremely appreciated by all at our special local charity.

If you're interested in this very rewarding role, please contact Kelly:



Scan for
more info

 e-mail: office@bgoa.org.uk