



## South Brent Old School Community Centre Gift Acceptance Policy

### 1. Purpose

South Brent Old School Community Centre (“the Charity”) welcomes donations that support its mission to provide inclusive community facilities, activities, and services. This policy ensures that all gifts are handled responsibly, ethically, and in the best interests of the Charity.

### 2. Scope

This policy applies to all forms of voluntary support, including money, goods, services, and legacy gifts.

### 3. General Principles

- The Charity may accept gifts that help advance its charitable objectives and do not place undue financial, legal, or reputational risk on the organisation.
- All gifts must comply with UK charity law and relevant regulatory guidance.
- Donor intent will be respected, provided it aligns with the Charity’s mission and ability to deliver.

### 4. Types of Acceptable Gifts

The Charity can normally accept:

- Unrestricted monetary donations
- Restricted donations for agreed projects or purposes
- Gifts of equipment or materials that are safe, usable, and cost-effective to maintain
- Gifts-in-kind such as professional services, venue hire, or volunteer time
- Legacy gifts, including residuary, pecuniary, and specific bequests.

### 5. Gifts That May Require Review

The Charity will undertake due diligence and may decline a gift if:

- It could cause financial burden (e.g., high maintenance, storage, or disposal costs)
- It is subject to conditions the Charity cannot reasonably meet
- It is inconsistent with the Charity’s values or strategic aims
- Acceptance could harm the Charity’s reputation or independence
- The source of the gift raises ethical or legal concerns.

Decisions to decline a gift will be made by the Trustees, with advice from staff or external advisers where appropriate.

### 6. Confidentiality and Donor Recognition

- Donor information will be kept confidential unless permission is given to publicise a gift.
- The Charity may acknowledge gifts publicly unless a donor requests anonymity.

## 7. Use of Gifts

All gifts will be used for their intended charitable purpose. Unrestricted gifts will be allocated where they are most needed to support the Charity's work.

## 8. Review of Policy

This policy will be reviewed by the Trustees at least every two years or following significant changes in legislation or Charity operations.

### Policy Review / Update Procedure

This Version Approved by Trustees:	January 2026
Next Review Due: This document should be reviewed every three years or: <ul style="list-style-type: none"><li>• following any changes in relevant legislation or regulations, or;</li><li>• when any incident has occurred or feedback reported relating to this policy.</li></ul>	January 2028
Person(s) responsible for updating	Rik Meek, Dave MacDiarmid