



Stour Valley Vineyard Financial Policy Appendices

Appendix 1: Bank Accounts

Stour Valley Vineyard CAF Bank Account: 00015790
Storehouse / SVV CAF Gold Band Account: 00095867

Appendix 2: Expenditure limits

Signatories should not incur expenses which are outside the following authorised levels of expenditure:

- For staff: items must be agreed with a Line Manager before they are paid for and authorisation signed off. This applies to expenses and CAFcard payments.
- For signatories: amounts under £10,000 require two signatures.
- Amounts of £10,000 and over require three signatures.
- In the case of Internet transfers, the same protocol will be observed, with the transaction being witnessed rather than signed.

Appendix 3: Cheque Signatories

- Joel Taylor
- Ruth Woodman
- Karen Naylor
- Kevin Roychowdhury

Payment limits as set out in Appendix 2

Appendix 4: People authorised to make electronic payments

- Joel Taylor
- Ruth Woodman
- Karen Naylor
- Kevin Roychowdhury

Payment limits as set out in Appendix 2

Appendix 5: The following people have been issued with CAFcard Mastercards



- Joel Taylor
- Carl Ward
- Vicky Leonard