

Halton Presbytery  
Finance and Property Committee  
Revised Committee Description and Responsibilities – 2010

Purpose:

1. To ensure that all the financial aspects of Presbytery (including but not limited to budgets, banking, auditing, and accounting) are handled in business-like fashion and as set out in the latest edition of The Manual and to ensure that all matters of trust property of pastoral charges are correctly administered.
2. To assist and encourage congregations with financial planning and budgeting to help congregations carry out their mission and outreach.

Tasks:

- Prepare and monitor the annual budget and administer all financial matters of Presbytery including administration of funds for development projects.
- Maintain awareness of financial grant support potential that might be available for development projects congregations may be considering.
- Ensure that financial assessments are set annually and collected from pastoral charges.
- Maintain and further develop an inventory of Financial policies for Presbytery and interpret the policies as required.
- Monitor annual reports and statistical reports of congregations and provide Pastoral Oversight Committee with information that might warrant inquiry.
- Provide specific budgeting support to congregations in support of Joint Needs Assessment initiatives.
- Review and recommend action in connection with requests for incorporation within Presbytery; review suggested directors of corporations; review annual financial statements of corporations within Presbytery.
- Provide representation on other Presbytery committees as requested.
- Represent Halton Presbytery on the Mission Support Committee of Hamilton Conference. Review all requests for Mission Support grants and make recommendations to Halton Presbytery.
- Review all requests for other (non-Mission Support) grants and make recommendations to Halton Presbytery.
- Represent Halton Presbytery on the Finance Committee of Hamilton Conference.