

**ANGLICAN PARISH OF IPSWICH
PARISH COUNCIL**

ST PAUL'S OP SHOP COMMITTEE

At its meeting on 26 November 2024 Parish Council approved the following terms of reference for the St Paul's OpShop Committee:

Purpose

The Op Shop operates as a charitable non-for-profit enterprise selling items that have been donated and is staffed by volunteers of the parish and other approved persons. The Op Shop mainly caters for those in the community who cannot afford the costs of items in the retail stores.

Terms of Reference

To coordinate, develop and oversee the St Paul's Op Shop, Ipswich, including the following matters:

- Review the operations of St Paul's Op Shop
- Recruit, screen, and train the volunteers
- Coordinate with external partners
- Report to Parish Council in April, August & November
- Report to the AGM each year

Membership

Verna Hunt (Coordinator)
Narelle Curtis
Shirley Dickens
Elaine Drennan
Parish Priest
Des Hunt (Churchwarden)

Meetings

The St Paul's Op Shop Committee will meet at least 3 times a year.

Observers

At its own discretion, the Op Shop Committee may invite other people to participate in meetings to assist with their consideration of particular issues.

Volunteers Meetings

At least twice each year the coordinator will call a meeting for the volunteers to inform them of issues relating to the Op Shop and for the committee to respond to any issues raised by the volunteers.