

Community Councils
Standard Financial Reporting Format - Example

Receipts and Payments Account for the year ended 31st March 2014

Achmore and Stromeferry Community Council

2013/2014 2012/13 2011/12 2010/11

Income		£	£	£
Highland Council Grant		816.14	1,030.19 914.28	0.00
Sponsorship		0.00		0.00
Donations		0.00		0.00
Contributions Received		0.00		0.00
Other Income - SBT		8.23		0.00
interest		1.71	1.66	1.52 1.53
Total Income		826.08	1,946.13	1.52 1.53
Expenditure				
Highland Council Grant	<i>Secretary's Fees (2012 - 2013)</i>	500.00		289.95
	<i>Meeting Expenses - hall</i>	120.00	120.00	
	<i>Meeting Hall - starting broadband</i>	10.00		
	<i>Administration- auditing accounts</i>	50.00	36.00	
	<i>Data Protection</i>	35.00	35.00	
	<i>Community Newsletter</i>	0.00		
	<i>Travel and Subsistence</i>	0.00		
Donations	<i>Village Christams Party</i>	150.00		100.00 100.00
	<i>Scottish Rights of Way</i>	4.00	36.00	16.00 16.00
	<i>SLCVO</i>	0.00	15.00	
	<i>Hall Committee</i>	0.00	140.00	
Loans	<i>CMNet CIC Community Broadband</i>	805.83		
Maintenance Work	<i>A4 Minute & leaflet holders</i>		76.44	0.00
	<i>Notice boards x 2</i>		444.00	
Community Events		0.00		
				0.00
Total Expenditure		1,674.83	902.44	116.00 405.95
Surplus/Deficit for the year		-848.75	1,043.69	-114.48 -404.42
Add Balance brought forward		4,710.84	3,682.15	3,796.63 4,101.05
Balance carried forward		3,862.09	4,725.84	3,682.15 3,696.63

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Bank Reconciliation at 31st March 2014

Achmore and Stromerry Community Council

Current Account	£	£
Balance at 1 April 2013		4,710.84
Add: Income(excl. Deposit Account interest)	826.08	
Less: Expenditure	1,674.83	
Surplus/(Deficit) for the year		-848.75
Less: Transfer to Deposit Account		0.00
Balance at 31 March 2014		3,862.09
Bank Statement		
Balance per the statement at 31 March 2014		3,862.09
Less: Unpresented cheques		0.00
Add: Unbanked income		0.00
Balance at 31 March 2014		3,862.09

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Balance Sheet as at 31st March 2014

**Achmore and Stromeferry Community Council
Community Council**

	2014	2013	2012
£	£	£	£
Fixed Assets			
Current Assets			
Current Account	4710.84	3682.15	3796.63
Net Assets	4710.84	3,682	3,797
Represented By			
Capital Valuation Account			
Revenue Reserves			
Balance at 1.04.13	4710.84	3682.15	0
Surplus/Deficit for the Year	-848.75	1028.69	-305.95
Balance at 31.03.14			
Total Funding	3862.09	4710.84	3682.15

Independent Examiners Certificate

I hereby certify that the Accounts to the 31st March 2014 are an accurate summary of the underlying books and records of Achmore Community Council.

Signature: _____

Print Name _____

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Receipts and Payments Account for the year ended 31st March 2014

Achmore and Stromeferry Community Council

2013-2014

Income	£	£
<i>Highland Council Grant</i>	816.14	
<i>Sponsorship</i>	0.00	
<i>Donations</i>	0.00	
<i>Contributions Received</i>	0.00	
<i>Other Income Transfer</i>	8.23	
<i>Interest</i>	1.71	
Total Income	826.08	

Expenditure			
Highland Council Grant	<i>Secretary's Fees (2012 & 2013)</i>	500.00	
	<i>Meeting Expenses</i>	120.00	
	<i>Meeting Hall - starting broadband</i>	10.00	
	<i>Administration - account audit</i>	50.00	
	<i>Data Protection</i>	35.00	
	<i>Community Newsletter</i>	0.00	
	<i>Travel and Subsistence</i>	0.00	
Donations	<i>Village Christams Party</i>	150.00	
	<i>Scottish Rights of Way</i>	4.00	
	<i>SCLVO Membership</i>	0.00	
	<i>Hall Committee</i>	0.00	
Loan	<i>CMNet CIC Community Broadband</i>	805.83	
Maintenance Work		0.00	
Community Events		0.00	
Total Expenditure		1,674.83	

Surplus/Deficit for the year	-848.75
Add Balance brought forward	4,710.84
Balance carried forward	3,862.09