

STATEMENT OF ACCOUNTS

PARENT COUNCIL NAME _____

ACCOUNTS FOR YEAR ENDED 31 / 07 / ____

£

Balance Brought Forward at 01 / 08 / ____

Add income

Administration Payments

Fundraising

Bank Interest

Other - specify _____

Less Expenditure

Clerk's Payments

Bank Charges

Course Fees

Stationery

Postage/Photocopying

Other - specify

Surplus Balance Transfer _____

Balance Carried Forward at 31 / 07 / ____

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Bank Reconciliation

£

Balance per bank statement as at 31 / 07 / ____

Plus Lodgements not credited

Less Unpresented Cheques _____

Cash Book Balance

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Auditor's Initials _____

Please retain a copy and forward the original statement of accounts to Finance Team with an audited accounts checklist and other required supporting documents