|  |  |  |
| --- | --- | --- |
| **STATEMENT OF ACCOUNTS FOR** |  | **COMMUNITY COUNCIL** |
| **Income/ Expenditure Account for period** | dd/mm/yyyy | to | dd/mm/yyyy |
|  | **£** | **£** |
| **Balance brought forward** | 0 |
| **Income** |
| Administration Grant from Moray Council | 0 |  |
| Other Grants | 0 |
| Bank Interest | 0 |
|  | 0 |
| **Expenditure** *[sample headings]* |
| Insurance | 0 |  |
| Accommodation | 0 |  |
| Auditor/Independent Examiner’s fees | 0 |  |
| Subscriptions | 0 |  |
| Travel Expenses | 0 |  |
| Publication of agendas & minutes | 0 |  |
| Publication of newsletters | 0 |  |
| Stationery | 0 |  |
| Photocopying | 0 |  |
| Postage Costs | 0 |  |
| Telephone Costs | 0 |  |
| Other Expenditure | 0 |  |
|  |  |  | 0 |
| **Balance Surplus** | 0 |
| Represented by: |  |  |
| Cash in Bank | 0 |  |
| Cash in Hand (Treasurers float) | 0 |  |
|  |  | Closing Balance | 0 |
| As prepared by |  |
|  |  |
| **Examiner’s Details** |
| **Name** |  |
| **Designation** |  |
| **Organisation** |  |
| **Address** |  |
| **Telephone** |  |
| Certified that the above accounts have been presented fro examination and found to be corrected with the vouchers exhibited. |
| **Signed** |  | **Date** |  |
| (Examiner) |  |
| **Signed** | **Date** |
| (Chair) |  |
| **Signed** | **Date** |
| (Treasurer) |  |

[Office use] Date Rec’d by CCLO \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_