|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **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 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_