

**CUMBERNAULD COMMUNITY FORUM**

**RECEIPTS & PAYMENTS ACCOUNT**

**FOR THE YEAR ENDED 31<sup>st</sup> JULY 2014**

# CUMBERNAULD COMMUNITY FORUM

## RECEIPTS & PAYMENTS ACCOUNT FOR THE YEAR ENDED 31st JULY 2014

	<u>Unrestricted</u> <u>Funds</u> £	<u>Restricted</u> <u>Funds</u> £	<u>2014</u> <u>Total</u> <u>Funds</u> £	<u>2013</u> <u>Total</u> <u>Funds</u> £
<b>RECEIPTS</b>				
<b>Grants</b>				
North Lanarkshire Council Community Forum funding		1,280.00	1,280.00	1,500.00
North Lanarkshire Council Community Grants Scheme		927.00	927.00	1,000.00
NHS Lanarkshire		397.50	397.50	1,141.80
<b>Fundraising &amp; Donations</b>				
Sanctuary Housing		1,240.00	1,240.00	1,240.00
Scottish Water		1,000.00	1,000.00	1,000.00
Other fundraising & donations		2,199.75	2,199.75	2,301.24
<b>Total receipts</b>	-	<b>7,044.25</b>	<b>7,044.25</b>	<b>8,183.04</b>
<b>PAYMENTS</b>				
Telephone & Broadband			-	29.95
Premises Hire/Licences	20.50	400.00	420.50	306.80
Volunteer Expenses	41.99	400.00	441.99	389.25
Stationery/Postage	1.31	220.50	221.81	379.64
IT and Website Costs		119.55	119.55	150.00
Gifts/Flowers			-	96.95
Promotion/Advertising/AGM	9.77	117.63	127.40	1,360.40
Memberships			-	15.00
Gala Day Costs		5,786.57	5,786.57	4,087.99
Insurance			-	397.50
<b>Total payments</b>	<b>73.57</b>	<b>7,044.25</b>	<b>7,117.82</b>	<b>7,213.48</b>
<b>Surplus for the year</b>	- 73.57	-	73.57	969.56
Balance of funds brought forward	3,980.51			3,010.95
<b>Balance of funds carried forward</b>	<b>3,906.94</b>	-	<b>3,906.94</b>	<b>3,980.51</b>

The independent examiner's report attached forms part of these accounts

# CUMBERNAULD COMMUNITY FORUM

## STATEMENT OF BALANCES AS AT 31st JULY 2014

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total funds</u>	
	<u>Funds</u>	<u>Funds</u>	<u>2014</u>	<u>2013</u>
	£	£		
<b>Cash at bank and in hand</b>				
Opening balances	3980.51	0.00	3,980.51	3,010.95
Surplus/(Deficit) for the year	-73.57	0.00 -	73.57	969.56
<b>Closing balances</b>	<b>3906.94</b>	<b>0.00</b>	<b>3,906.94</b>	<b>3,980.51</b>
<b>Represented by</b>				
Cash at bank	3892.7	0.00	3892.70	3955.16
Cash in hand	14.24	0.00	14.24	25.35
	<b>3906.94</b>	<b>0.00</b>	<b>3906.94</b>	<b>3980.51</b>

### Notes - Restricted Funding

1. The forum received grants from North Lanarkshire Council which totalled £2,207, this was to contribute towards the cost of hall hire, promotion and hospitality and gala day costs. These grants were fully utilised.
2. The forum received a grant from Sanctuary Housing of £1,240 this was to contribute towards the gala day costs. This grant was fully utilised.
3. The forum received a grant totalling £1,000 from Scottish Water, this was to contribute towards gala costs for 2014. These grants have now been fully utilised.
4. All funds remaining are un-restricted.

### 4. Trustees' remuneration and expenses

No remuneration was paid or payable during the year to any of the charity trustees nor to any person connected to them. Volunteer expenses of £441.99 were reimbursed to trustees in the year for purchases or travel undertaken on behalf of the forum.

The members of the committee are required to act in accordance with the terms of the Forum's constitution. They are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Forum. They are also responsible for safeguarding the assets of the Forum and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

We certify that the Receipts and Payments Account and Statement of Balances accurately reflects all funds received and spent by the Forum in the year and its financial position at the year end.

Signed on behalf of the committee of Cumbernauld Community Forum

..... *W. Lees* ..... Chairperson

..... *John M. King* ..... Treasurer

date *14<sup>th</sup> SEPTEMBER 2014.*

The independent examiner's report attached forms part of these accounts

# INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF THE COMMITTEE OF CUMBERNAULD COMMUNITY FORUM

I report on the accounts of the group for the year ended 31 July 2014, which are set out on the attached pages.

## **Respective Responsibilities of Members of the Management Committee and Examiner**

As members of the management committee, you are responsible for the preparation of the accounts; you consider that under the terms of the constitution, no audit is required. It is my responsibility to state, on the basis of generally accepted practice, whether particular matters have come to my attention.

## **Basis of Independent Examiner's report**

My examination was carried out in accordance with generally accepted practice. An examination includes a review of the accounting records kept by the group and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as members of the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the view given by the accounts.

## **Independent Examiners' Statement**

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that, in any material respect, the requirements
  - to keep accounting records in accordance with the terms of the constitution, and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the constitutionhave not been met; or
  
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed



MARY CARLIN  
BUSINESS SUPPORT SERVICES MANAGER  
VOLUNTARY ACTION NORTH LANARKSHIRE  
ONE WELLWYND  
35 WELLWYND  
AIRDRIE  
ML6 0BN

Date 1<sup>st</sup> September 2014