

Scout Group

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED

RECEIPTS

Previous Year

1. Donations, Legacies and Similar Income

Membership Subscriptions (Capitation)

Less: paid to District/County/HQ

Net Membership Subscriptions retained by Group

Donations

Legacies

Gift Aid

Other similar income

Sub-Total (1)

2. Grants

Sharpe Bequest

Grants from other sources

Sub-Total (2)

3. Fundraising (totals before any expenses deducted)

Christmas Post

Bag Packing

Fayres

Jumble Sales

Other 1

Other 2

Other 3

Sub-Total (3)

4. Investment Income

Bank and Building Society Interest

Other Investment Income 1

Other Investment Income 2

Sub-Total (4)

Total Receipts [R = (1) + (2) + (3) + (4)]

**PAYMENTS**

Previous Year

**1. Charitable Payments**

Section Activities		
Adult Support & Training e.g. Leader Training		
Rent		
Water & Sewerage		
Electricity & Gas		
Equipment & Buildings Insurance		
Leaders' Insurance		
Repairs & Replacement of Existing Equipment		
Purchase of Materials & Equipment		
Printing & Photocopying		
Contribution to Camp Cost		
Uniforms		
AGM & Trustee Expenses		
Badges		
Other costs 1		
Other costs 2		
<b>Sub-Total (1)</b>		

**2. Fundraising Expenses**

Christmas Post		
Bag Packing		
Fayres		
Jumble Sales		
Other 1		
Other 2		
Other 3		
<b>Sub-Total (2)</b>		
<b>Total Payments [P = (1) + (2)]</b>		

**SUMMARY**

**1. Summary of Receipts and Payments**

		Previous Year
Total Receipts <b>(R)</b>		
Total Payments <b>(P)</b>		
Net of Receipts/(Payments) for This Year [ <b>N = (R) - (P)</b> ]		
Balance at the End of Last Year <b>(LY)</b>		
<b>Funds at End of This Year [Funds = (N) + (LY)] #</b>		

**2. Funds at Year End**

Bank Current Account(s)		
Bank/Building Society Deposit Account(s)		
Petty Cash		
<b>Funds at End of This Year #</b>		

**3. Non-Monetary Assets for Group Use**

Land and Buildings		
Motor Vehicle		
Scouting Equipment, Furniture, etc		
Badges and other stock		
Tuck shop stock		
Other 1		
Other 2		
<b>Total</b>		

**4. Liabilities**

Loan - details:		
Other Liabilities		
<b>Total</b>		

The above receipts and payments account and statement of assets and liabilities were approved by

Print Name	Signature
Chairman:	
Treasurer:	

# These two figures must be equal

*If used electronically: shaded cells are locked and will be calculated automatically.*

**Scrutineer's Report to the Trustees of the**

**Scout Group**

**I report on the accounts of the Group/District for the year ended**

**Respective Responsibilities of Trustees and Scrutineer**

As the Group's Trustees you are responsible for the preparation of the accounts; you consider that neither the audit nor independent examination requirements of the Charities Act 2011 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the accounts and to report to you.

**Basis of Scrutineer's Statement**

In accordance with the directions given in the Group's Constitution, I have scrutinised the records and accounts set out on pages 1 - 3.

**Scrutineer's Statement**

In my opinion the accounts are in accordance with the records produced to me and comply with

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_