Financial Report

**Sudanese Community in Coventry**

**Based on bank statements: 29 Mar 2022 – 23 Sep 2022**

**Bookkeeping — Sudanese Community in Coventry**
**Based on bank statements: 29 Mar 2022 – 23 Sep 2022**
Account Details

| Item | Details |
|---|---|
| **Account Name** | Sudanese Community in Coventry |
| **Bank** | Lloyds Bank |
| **Sort Code** | 30-92-33 |
| **Account Number** | 34616462 |
| **Period** | 29 March 2022 – 23 September 2022 |
| **Opening Balance (29 Mar 2022)** | £3,670.99 |
| **Closing Balance (23 Sep 2022)** | £2,775.99 |

**INCOME LEDGER — All Receipts**

| Date | Source / Donor Type | Description | Amount (£) | Category |
|---|---|---|---|---|
| Late Mar 2022 | Members | Regular contributions | 580 | General Income |
| Apr-22 | Members | Regular contributions | 695 | General Income |
| May-22 | Members | Regular contributions | 40 | General Income |
| Jun–Jul 2022 | Members | Regular contributions | 0 | General Income |
| Aug-22 | Members & Wellwishers | General + **Sudan Flood Relief** donations | 450 | £xxx General / £xxx Flood Relief |
| Sep-22 | — | No receipts shown | 0 | — |
| **TOTAL INCOME** | | | **£1,765.00** | |

Income Types:
General Income: Regular monthly contributions from community members (£10–£
Restricted Income (Flood Relief): Donations in August marked Flood Victims / Sud

:20 typical)
an Flood Donation — track these separately

**EXPENSES LEDGER — Cash Withdrawals Only**

All outflows = Cash withdrawals from Post Office / Cashpoint. Purpose not shown on must be recorded separately

| **Date** | **Amount (£)** | **Withdrawal Location** | **Reference / Purpose *(to be filled)*** |
|---|---|---|---|
| 19-Apr-22 | 0 | Post Office | Romdan |
| 21-Apr-22 | 0 | Post Office | Romdan |
| 22-Apr-22 | | Hillfields | Romdan |
| 25-Apr-22 | | Post Office | Romdan |
| 26-Apr-22 | | Post Office | Romdan |
| 4-May-22 | | West Orchards | Romdan |
| 12-May-22 | 500 | Post Office | Romdan |
| 21-Apr-22 | 500 | Post Office | Romdan |
| 30-May-22 | | Sainsbury's Bank | Romdan |
| 31-May-22 | 1100 | Sainsbury's Bank | Romdan |
| 6-Jun-22 | 110 | Post Office | Romdan |
| 20-Sep-22 | 250 | Post Office | Romdan |
| 21-Sep-22 | 60 | Post Office | Romdan |
| 23-Sep-22 | 140 | Post Office | Romdan |
| **TOTAL WITHDRAWN** | **###** | | |

bank statements —

**TRIAL BALANCE**

| | Debit (£) | Credit (£) |
|---|---|---|
| Opening Balance | 0 | 3,670.99 |
| Total Income Received | 0 | 1,765.00 |
| Total Withdrawals | 2,660.00 | 0 |
| **Closing Balance** *(calculated)* | 2,775.99 | 0 |
| **TOTALS** | **£5,435.99** | **£5,435.99** |

Bank Reconciliation: Calculated closing balance £2,775.99 matches bank statement c
Key Bookkeeping Notes

1. All expenses are cash withdrawals — the bank does NOT show what the money wa
You must keep: Receipts/invoices for every cash withdrawal
Minutes or notes explaining purpose (e.g. support payments, aid, events, supplies)
2. Flood Relief donations (August): Treat as restricted funds — money given specifica
Keep separate records showing how much was received and exactly how it was sper
3. No bank charges, fees, or other payments appear on these statements
only money in from members and cash taken out.
4. Account trend: Balance decreased **by -£0.0** over the period
withdrawals exceeded income by that amount.

:losing balance

ıs spent on.

lly for flood victims.
ıt.

**Recommended Next Steps for Proper Records**

| **Action** | |
|---|---|
| * | Enter purpose/receipts against each withdrawal in the ledger above |
| * | List all flood relief donations separately with total raised |
| * | Record flood relief expenditure separately to show full transparency |
| * | Attach bank statements + this ledger + receipts all together for trustees / annual check |
| * | Produce this summary quarterly going forward |

Would you like me to turn this into a spreadsheet format (Excel/CSV) you can c
Or create a separate Flood Relief Fund sub-account page to track those donati

lownload and fill in?
ons and spending distinctly?