

Income & Expenditure for Bentley House Tenants & Residents Association Tenant Participation Unit (TPU) account: January – December 2016

***Completed by Jenny Barnard, TARA Treasurer for TARA AGM 07.03.17

Opening balance @ 01.01.16 = £93.27

Closing balance @ 31.12.16 = £12.63

Total		Item				Expenditure				
c/f 93.27	Income	Date	Cheque # or other details	Details	Receipt	Printing & postage	Events	Room hire	Other	Total
80.64		23.05.16	E-transfer	2016 AGM room hire & refreshment costs, Birley Campus, MMU	Y			80.64		80.64
Closing balance	Total income			Total expenditure						
12.63	0.00					0	0	80.64	0	80.64

***Notes: due to the late submission of the 2016 AGM minutes to the Treasurer, this led to a delay in getting all the documents together to send to CSM to request a £300 TPU payment in late 2016 so a number of TPU items were paid for from the main grants account in late 2016 (office key copies, shelving for office, giant wall planner, paper for flyer printing etc). These will be paid for by TPU funds in early 2017 when the next £300 grant comes through)