

# Understanding Accounts Workshop

Cisswood House Hotel  
Sandygate Lane  
Lower Beeding  
West Sussex  
RH13 6NF

**Thursday,  
10<sup>th</sup> November 2011  
Time – (11.45 – 14.20)**

Tel: 01403 891216

[www.cisswoodhouse.com](http://www.cisswoodhouse.com)

**11.45 Registration, lunch Networking & Sponsors**

## **12:15pm Workshop – Peter Scott from PKF (UK) LLP Accountants & business advisers**

The workshop is split into two sections. The first deals with explaining in detail the various aspects of the accounts, explaining the accruals concept, the difference between capital and revenue, profit allocation and prior shares, balance sheet items (especially current and capital accounts) and superannuation reserves to provide a greater understanding of your accounts.

The second section deals in more detail with how the practice cashbook provides the basis for the accounts preparation and what extra information accountants require to complete the accounts. We will explain what we do with this information, why it is important and how it fits in with the finished product.

We will then be happy to take questions from the floor and our staff will be available after the workshop if anyone wishes to discuss any matters in more detail.

The WSPMA value your continued support but while we are securing long term funding for the organisation, we currently rely on our sponsors for these events. Please make sure that you take the time during registration, lunch and tea breaks to visit each of the Sponsor's Stands. Many thanks!

## **Training Fee: £0**

To book your place, please email [tracy.osborne@nhs.net](mailto:tracy.osborne@nhs.net)

We very much look forward to seeing you on the day!