Haslemere Allotment Association
Bank Reconciliation 2021

Total current assets 31/12/2020			£	11,796
Comprising:				
Balance in Bank 31/12/2020	£	11,515		
Balance in petty cash 31/12/2020	£	281		
			£	11,796

So:		
Total assets 01/01/2021	£	11,796
Plus: 2021 Income less Outgoing	£	411
Total assets 31/12/2021	£	12,207

Comprising:		
Bank balance as at 31/12/2021	£	11,976
Petty cash as at 31/12/2021	£	231
	£	12,207

Reconciliation (should be zero): 0

Prepared by:

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Treasurer

Checked by:

Richard Sarson
Member of the Institute of Management Accounts

Haslemere Allotment Association
2021 Statement of Income and Outgoings

		Bank a/c	Petty cash	Total
	INCOME			
101	Pathways maintenance award	4,200		
102	Charitable/grant funding (1)	650		
103	Other (2)	138		
	INCOME TOTAL	**4,988**	**0**	**4,988**
	EXPENDITURE			
	SITE MAINTENANCE			
201	Skips, rubbish removal, plot clearance	1,118		
202	Tree surgery	-		
203	Fencing/security	215		
204	Equipment maintenance	241		
205	Equipment purchase	425		
206	Other	86		
	SITE MAINTENANCE TOTAL	**2,085**	**0**	**2,085**
	ADMINISTRATION			
301	Insurance & memberships	120		
302	Website & email	63		
303	Other	-		
	ADMINISTRATION TOTAL	**183**	**0**	**183**
	COMMUNITY			
401	Community plot rental	169		
402	Community projects	2,090		
403	Events	-		
404	Charitable donations		50	
	COMMUNITY TOTAL	**2,259**	**50**	**2,309**
	EXPENDITURE TOTAL	**4,527**	**50**	**4,577**
	SURPLUS/LOSS	**461**	**-50**	**411**
	Expenditure as % of income			**92%**

(1) Pathways funding for entrance signs
(2) Raised and trial bed payments

HAA Surplus and Deficit Account. Year by Year comparison

			2017	2018	2019
INCOME					
901	Income	Pathways	4,141.00	4,161.00	4,700.83
902	Income	Plant sale	61.03		0.00
903	Income	Other	910.00		0.00
	INCOME TOTAL		5,112.03	4,161.00	4,700.83
101	Maintenance (site)	Supplies	276.01	103.99	5.83
102	Maintenance (site)	Tree Surgery	1506	466.00	225.00
103	Maintenance (site)	Other	648.17	51.99	183.50
104	Maintenance (site)	Skips	624	1,535.20	1,384.00
105	Maintenance (site)	Equipment	0	0.00	38.75
201	Admin	Postage	66	97.36	0.00
202	Admin	Keys	0	70	43.82
203	Admin	Website	0	31.15	37.74
204	Admin	Stationary	73.54	38.89	6.99
205	Admin	Telephone	0	10.00	0.00
301	Machinery	Purchases	0	226.79	119.99
302	Machinery	Maintenance	0	0.00	20.00
303	Machinery	Running Costs	0	0.00	0.00
401	Community	Events catering	14.37	582.53	204.06
402	Community	Expenses (facilities)	0	1,014.68	1,627.51
403	Community	Community plot rental	66	200.90	84.60
501	Other	membership	45	45.00	45.00
502	Other	Insurance	70	75.00	75.00
503	Other	AGM expenses	12	20.00	0.00
504	Other	Misc	0	70.00	70.00
TOTAL EXPENDITURE			3,401.09	4,639.48	4,171.79
Surplus/deficit			-1,710.94	478.48	-529.04
Expenditure as % of income			**67%**	**111%**	**89%**
Assets at start of year			7,796.90	9507.84	9,029.36
Money in			5,112.03	4,161.00	4,700.83
Money out			3,401.09	4,639.48	4,171.79
Assets at end of year			9,507.84	9,029.36	9,431.10
Represented by					
Bank balance at year end			9,479.73	8,864.07	9,160.48
Petty cash at year end			28.11	165.29	270.62
			9,507.84	9,029.36	9,431.10
Check total (should be 0)			0.00	0.00	0.00

New accounts codes

		2020	2021
INCOME			
101	Pathways grant	4,749	4,200
102	Charitable/grant funding	2,088	650
103	Other income	1,406	138
INCOME TOTAL		8,243	4,988
SITE MAINTENANCE			
201	Skips, rubbish removal	991	1,118
202	Tree surgery	120	0
203	Fencing/security	950	215
204	Equipment maintenance	222	241
205	Equipment purchase	0	425
206	Other	1,458	86
ADMINISTRATION			
301	Insurance & memberships	120	120
302	Website & email	64	63
303	Other	161	0
COMMUNITY			
401	Community plot rental	254	169
402	Community projects	1,538	2,090
403	Events	0	
404	Charitable donations	0	50
TOTAL EXPENDITURE		5,878	4,577
Surplus/deficit		2,365	411
		71%	**92%**
		9,431	11,796
		8,243	4,988
		5,878	4,577
		11,796	12,207
		11,515	11,976
		281	231
		11,796	12,207
		0.00	0.00