

# Income and Expenses

## Transition Town Kingston

Summary of all Income and Expenses

					YTD	
	Q2	Q3	Q4	Q1	YTD	Notes
<b>Income</b>						
Cash donations	30.00	30.00	30.00	30.00	120.00	
Specific projects	0.00	0.00	0.00	850.00	850.00	Bounce Forward fund (for TTK and TTKew)
Fundraising activity	0.00	0.00	0.00	0.00	0.00	
Grants	0.00	0.00	0.00	0.00	0.00	
Petty cash	0.00	0.00	0.00	0.00	0.00	
Income Account 6	0.00	0.00	0.00	0.00	0.00	
	0.00	0.00	0.00	0.00	0.00	
<b>Total Income</b>	<b>30.00</b>	<b>30.00</b>	<b>30.00</b>	<b>880.00</b>	<b>970.00</b>	
<b>Total</b>	<b>30.00</b>	<b>30.00</b>	<b>30.00</b>	<b>880.00</b>	<b>970.00</b>	
<b>Expenses</b>						
Hall / stall hire	0.00	0.00	0.00	0.00	0.00	
Equipment hire	0.00	0.00	0.00	0.00	0.00	
Printing	0.00	0.00	0.00	0.00	0.00	
Memberships / subscriptions	30.00	0.00	0.00	0.00	30.00	The Climate Movement
Insurance	0.00	0.00	0.00	195.00	195.00	
Other	0.00	0.00	0.00	0.00	0.00	
Expense Account 7	0.00	0.00	0.00	0.00	0.00	
Expense Account 8	0.00	0.00	0.00	0.00	0.00	
Expense Account 9	0.00	0.00	0.00	0.00	0.00	
Expense Account 10	0.00	0.00	0.00	0.00	0.00	
<b>Total Expenses</b>	<b>30.00</b>	<b>0.00</b>	<b>0.00</b>	<b>195.00</b>	<b>225.00</b>	
<b>Net Income/(Loss)</b>	<b>0.00</b>	<b>30.00</b>	<b>30.00</b>	<b>685.00</b>	<b>745.00</b>	
(Gross Profit less Expenses)						
	Q2	Q3	Q4	Q1	Total YTD	
	Month1	Month2	Month3	Month4		

## ADJUSTMENTS

	Q2	Q3	Q4	Q1	Total YTD
Personal Expenses					0.00
Personal Money Deposited					0.00
Loans Received					0.00
Loan Repayments					0.00
Asset Purchases					0.00
Tax Payments (Income, Payroll, Sales Tax)					0.00
<b>True Net Income/(Loss)</b>	<b>0.00</b>	<b>30.00</b>	<b>30.00</b>	<b>685.00</b>	<b>745.00</b>

# Balance Sheet

at 31 March 2021

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Accumulated Fund at 1/4/2020	1549.74
Difference of Income and Expenses for year to 31-3-2021	745.00
Accumulated Fund at 31/03/2021	2294.74
<u>Represented by:</u>	
Bank Account Balance	2294.74
Cash account balance	0.00
<b>Total</b>	<b>2294.74</b>

	Project	Date awarded	Initial fund	Remaining 31-03-2021
	Canbury Community Garden		413.00	-22.70
	Energy Project		850.00	52.99
	Skills Project		450.00	421.80
	Abundance Project		1,993.50	294.98
	Growing Project		500.00	138.11
	Urban Farmacy	Jun 2014	750.00	546.00
	Bounce Forward visioning	Feb 2021	500.00	500.00
	Bounce Forward TKew	Feb 2021	350.00	350.00
			<b>Total</b>	<b>2,281.18</b>



Transition Town Kingston  
Q2

Excel Cashbook Easy

Details					MONEY IN							MONEY OUT										BANK BALANCE	R			
Date	Payment Type	Name	Description	Ref	Cash donations	Specific projects	Fundraising activity	Grants	Petty cash	Income Account 6	Total Money In	Hall / stall hire	Equipment hire	Printing	Memberships / subscriptions	Insurance	Other	Expense Account 7	Expense Account 8	Expense Account 9	Expense Account 10	Total Money Out				
DO NOT DELETE THIS TOTALS ROW					30.00	0.00	0.00	0.00	0.00	0.00	0.00	30.00	0.00	0.00	0.00	30.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30.00	1,549.74	Open
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CLOSING BANK BALANCE ROW											0.00												0.00	1,549.74	Closing Bank Balance	

Transition Town Kingston  
Q3

Excel Cashbook Easy

Details					MONEY IN							MONEY OUT										BANK BALANCE	R				
Date	Payment Type	Name	Description	Ref	Cash donations	Specific projects	Fundraising activity	Grants	Petty cash	Income Account 6		Total Money In	Hall / stall hire	Equipment hire	Printing	Memberships / subscriptions	Insurance	Other	Expense Account 7	Expense Account 8	Expense Account 9	Expense Account 10	Total Money Out				
<b>DO NOT DELETE THIS TOTALS ROW</b>					30.00	0.00	0.00	0.00	0.00	0.00	0.00	30.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,549.74	Open	
06/07/2020	DD	Mr Neky			10.00							10.00												0.00	1,569.74		
04/08/2020	DD	Mr Neky			10.00							10.00												0.00	1,569.74		
04/09/2020	DD	Mr Neky			10.00							10.00												0.00	1,579.74		
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**Transition Town Kingston  
Q3**

Excel Cashbook Easy

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CLOSING BANK BALANCE ROW												0.00													0.00	1,579.74	Closing Bank Balance











# RECONCILIATION WORKSHEET

Outstanding Withdrawals	
Example Check 0001	50.00
<b>Total A</b>	<b>50.00</b>

Enter any payments you made that are not showing on the bank statement

Outstanding Deposits	
Example Deposit 10001	120.00
<b>Total B</b>	<b>120.00</b>

Enter any payments you have received that are not showing on the bank statement

You can delete or type over the examples

Closing Cash Book Balance		<i>enter the closing balance of the last day of the month from this Cashbook</i>
Add: Outstanding Withdrawals (Total A)	50.00	
Sub-total	50.00	
Less: Outstanding Deposits (Total B)	120.00	
<b>Expected Bank Statement Balance</b>	<b>-70.00</b>	
Actual Bank Statement Balance		<i>enter the closing balance of last day of month from Bank Statement</i>
Difference	-70.00	<i>This should be 0.00. If not, double check all your entries</i>

*This worksheet is not linked to any other worksheets*

Use this worksheet to Reconcile your Cashbook to the Bank Balance each month. When a month is complete, print this out or PDF it before re-entering data for the next month.

You only have to use this reconciliation if you issue or receive checks/cheques or cash that take a few days to show up on the bank account.