

Berkeley Town Council

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 30/09/2021		
	Cash in Hand 01/04/2021		125,424.44
	ADD Receipts 01/04/2021 - 30/09/2021		228,972.48
			354,396.92
	SUBTRACT Payments 01/04/2021 - 30/09/2021		274,753.15
A	Cash in Hand 30/09/2021 (per Cash Book)		79,643.77
	Cash in hand per Bank Statements		
	Cash 30/09/2021	100.00	
	Co-operative Bank 30/09/2021	79,543.77	
			79,643.77
	Less unrepresented payments		
			79,643.77
	Plus unrepresented receipts		
B	Adjusted Bank Balance		79,643.77
	A = B Checks out OK		