

## Berkeley Town Council

Prepared by: \_\_\_\_\_

Date: \_\_\_\_\_

*Name and Role (Clerk/RFO etc)*

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

*Name and Role (RFO/Chair of Finance etc)*

	<b>Bank Reconciliation at 31/10/2021</b>		
	Cash in Hand 01/04/2021		125,424.44
	<b>ADD</b> Receipts 01/04/2021 - 31/10/2021		293,477.48
	<b>SUBTRACT</b> Payments 01/04/2021 - 31/10/2021		418,901.92
			293,465.65
<b>A</b>	<b>Cash in Hand 31/10/2021</b> (per Cash Book)		<b>125,436.27</b>
	Cash in hand per Bank Statements		
	Cash	31/10/2021	100.00
	Co-operative Bank	31/10/2021	125,336.27
			<b>125,436.27</b>
	Less unrepresented payments		
			125,436.27
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>125,436.27</b>
	<b>A = B Checks out OK</b>		