

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 31/12/2021		
	Cash in Hand 01/04/2021		125,424.44
	ADD Receipts 01/04/2021 - 31/12/2021		323,637.68
	SUBTRACT Payments 01/04/2021 - 31/12/2021		449,062.12
			325,355.69
A	Cash in Hand 31/12/2021 (per Cash Book)		123,706.43
	Cash in hand per Bank Statements		
	Cash 31/12/2021	100.00	
	Co-operative Bank 31/12/2021	123,606.43	
			123,706.43
	Less unrepresented payments		
			123,706.43
	Plus unrepresented receipts		
B	Adjusted Bank Balance		123,706.43
	A = B Checks out OK		