

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 31/03/2022 | | |
| | Cash in Hand 01/04/2021 | | 125,424.44 |
| | ADD Receipts 01/04/2021 - 31/03/2022 | | 332,468.64 |
| | | | 457,893.08 |
| | SUBTRACT Payments 01/04/2021 - 31/03/2022 | | 359,473.79 |
| A | Cash in Hand 31/03/2022 (per Cash Book) | | 98,419.29 |
| | Cash in hand per Bank Statements | | |
| | Cash 31/03/2022 | 100.00 | |
| | Co-operative Bank 31/03/2022 | 98,319.29 | |
| | | | 98,419.29 |
| | Less unrepresented payments | | |
| | | | 98,419.29 |
| | Plus unrepresented receipts | | |
| B | Adjusted Bank Balance | | 98,419.29 |
| | A = B Checks out OK | | |