

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 31/05/2021		
	Cash in Hand 01/04/2021		125,424.44
	ADD Receipts 01/04/2021 - 31/05/2021		81,845.42
			207,269.86
	SUBTRACT Payments 01/04/2021 - 31/05/2021		41,051.97
A	Cash in Hand 31/05/2021 (per Cash Book)		166,217.89
	Cash in hand per Bank Statements		
	Cash 31/05/2021	100.00	
	Co-operative Bank 31/05/2021	166,117.89	
			166,217.89
	Less unrepresented payments		0.00
			166,217.89
	Plus unrepresented receipts		0.00
B	Adjusted Bank Balance		166,217.89
	A = B Checks out OK		