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 31/05/2022			
	Cash in Hand 01/04/2022			98,419.29
	ADD Receipts 01/04/2022 - 31/05/2022			79,860.33
				178,279.62
	SUBTRACT Payments 01/04/2022 - 31/05/2022			31,275.98
A	**Cash in Hand 31/05/2022** (per Cash Book)			**147,003.64**
	Cash in hand per Bank Statements			
	Petty Cash	31/05/2022	100.00	
	Cash	31/05/2022	0.00	
	Co-operative Bank	31/05/2022	146,903.64	
				147,003.64
	Less unpresented payments			
				147,003.64
	Plus unpresented receipts			
B	**Adjusted Bank Balance**			**147,003.64**
	A = B Checks out OK			

Created by Scribe