

Shipleigh Parish Council

Prepared by: _____
Name and Role (Clerk/RFO etc)

Date: _____

Approved by: _____
Name and Role (RFO/Chair of Finance etc)

Date: _____

| | | | | |
|----------|---|------------|----------|-----------------|
| | Bank Reconciliation at 31/03/2024 | | | |
| | Cash in Hand 01/04/2023 | | | 785.77 |
| | ADD | | | |
| | Receipts 01/04/2023 - 31/03/2024 | | | 18,627.36 |
| | | | | 19,413.13 |
| | SUBTRACT | | | |
| | Payments 01/04/2023 - 31/03/2024 | | | 15,594.53 |
| A | Cash in Hand 31/03/2024 (per Cash Book) | | | 3,818.60 |
| | Cash in hand per Bank Statements | | | |
| | Petty Cash | 31/03/2024 | 0.00 | |
| | HSBC | 31/03/2024 | 3,449.91 | |
| | NS&I | 31/03/2024 | 364.23 | |
| | | | | 3,814.14 |
| | Less unrepresented payments | | | |
| | | | | 3,814.14 |
| | Plus unrepresented receipts | | | 4.46 |
| B | Adjusted Bank Balance | | | 3,818.60 |
| | A = B Checks out OK | | | |