

# Manningtree Town Council

Prepared by: \_\_\_\_\_

Date: \_\_\_\_\_

*Name and Role (Clerk/RFO etc)*

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

*Name and Role (RFO/Chair of Finance etc)*

<b>A</b>	<b>Bank Reconciliation at 31/03/2022</b>		
	Cash in Hand 01/04/2021		18,370.16
	<b>ADD</b> Receipts 01/04/2021 - 31/03/2022		29,275.84
	<b>SUBTRACT</b> Payments 01/04/2021 - 31/03/2022		47,646.00 32,125.27
	<b>Cash in Hand 31/03/2022</b> (per Cash Book)		<b>15,520.73</b>
<b>B</b>	Cash in hand per Bank Statements		
	Petty Cash 01/03/2022	0.00	
	Barclays Savings Account 31/03/2022	15,491.67	
	Barclays Current Account 31/03/2022	80.00	
			<b>15,571.67</b>
	Less unrepresented payments		50.94
			15,520.73
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>15,520.73</b>
	<b>A = B Checks out OK</b>		