

## Manningtree Town Council

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

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

*Name and Role (Clerk/RFO etc)*

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

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

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

	<b>Bank Reconciliation at 30/03/2021</b>		
	Cash in Hand 01/04/2020		16,790.46
	<b>ADD</b> Receipts 01/04/2020 - 30/03/2021		22,894.43
			39,684.89
	<b>SUBTRACT</b> Payments 01/04/2020 - 30/03/2021		21,314.73
<b>A</b>	<b>Cash in Hand 30/03/2021</b> (per Cash Book)		<b>18,370.16</b>
	Cash in hand per Bank Statements		
	Petty Cash	30/03/2021	0.00
	Barclays Savings Account	30/03/2021	18,048.12
	Barclays Current Account	30/03/2021	322.04
			<b>18,370.16</b>
	Less unrepresented payments		0.00
			18,370.16
	Plus unrepresented receipts		0.00
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>18,370.16</b>
	<b>A = B Checks out OK</b>		