

Portland Town Council

Prepared by: _____

Name and Role (Clerk/RFO etc)

Date: _____

Approved by: _____

Name and Role (RFO/Chair of Finance etc)

Date: _____

A	Bank Reconciliation at 31/03/2023		
	Cash in Hand 01/04/2022		383,041.40
	ADD Receipts 01/04/2022 - 31/03/2023		577,903.06
	SUBTRACT Payments 01/04/2022 - 31/03/2023		960,944.46 604,117.12
	Cash in Hand 31/03/2023 (per Cash Book)		356,827.34
B	Cash in hand per Bank Statements		
	Petty Cash 31/03/2023	98.01	
	Instant Saver Unity Bank 31/03/2023	100,101.92	
	Lloyds Bank 31/03/2023	20,869.81	
	01 - Unity Trust Bank 31/03/2023	271,469.07	
			392,538.81
	Less unrepresented payments		35,711.47
			356,827.34
	Plus unrepresented receipts		
	Adjusted Bank Balance		356,827.34
	A = B Checks out OK		