

Portland Town Council

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 31/03/2025		
	Cash in Hand 01/04/2024		449,651.46
	ADD Receipts 01/04/2024 - 31/03/2025		817,270.17
	SUBTRACT Payments 01/04/2024 - 31/03/2025		1,266,921.63
	Cash in Hand 31/03/2025 (per Cash Book)		680,676.41
B	586,245.22		
	Cash in hand per Bank Statements		
	Petty Cash 31/03/2025	0.00	
	01 - Unity Trust Bank 31/03/2025	103,123.10	
	Lloyds Bank 31/03/2025	16,495.47	
	Instant Saver Unity Bank 31/03/2025	415,790.61	
	Mayor's Fund 31/03/2025	682.44	
	Lloyds Saving Account - Instant Ac 31/03/2025	50,153.60	
			586,245.22
	Less unrepresented payments		
B	Plus unrepresented receipts		586,245.22
	Adjusted Bank Balance		586,245.22
	A = B Checks out OK		