

Claygate 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 30/09/2024 | | |
| | Cash in Hand 01/04/2024 | | 127,874.19 |
| | ADD | | |
| | Receipts 01/04/2024 - 30/09/2024 | | 83,458.80 |
| | | | 211,332.99 |
| | SUBTRACT | | |
| | Payments 01/04/2024 - 30/09/2024 | | 32,638.27 |
| A | Cash in Hand 30/09/2024 (per Cash Book) | | 178,694.72 |
| | Cash in hand per Bank Statements | | |
| | Petty Cash 30/09/2024 | 55.43 | |
| | Unity Trust 30/09/2024 | 135,356.02 | |
| | Cambridge BS 30/09/2024 | 43,283.27 | |
| | Lloyds Bank Credit Card 30/09/2024 | 0.00 | |
| | | | 178,694.72 |
| | Less unrepresented payments | | |
| | | | 178,694.72 |
| | Plus unrepresented receipts | | |
| B | Adjusted Bank Balance | | 178,694.72 |
| | A = B Checks out OK | | |

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| | | | |
|----------|-------------------------------------------------------------------------------------------------------|--|-------------------|
| | Bank Reconciliation at 31/10/2024 | | |
| | Cash in Hand 01/04/2024 | | 127,874.19 |
| | ADD Receipts 01/04/2024 - 31/10/2024 | | 83,458.80 |
| | | | 211,332.99 |
| | SUBTRACT Payments 01/04/2024 - 31/10/2024 | | 37,638.48 |
| A | Cash in Hand 31/10/2024 (per Cash Book) | | 173,694.51 |
| | Cash in hand per Bank Statements | | |
| | Petty Cash 31/10/2024 55.43 | | |
| | Lloyds Bank Credit Card 31/10/2024 0.00 | | |
| | Cambridge BS 31/10/2024 43,283.27 | | |
| | Unity Trust 31/10/2024 130,355.81 | | |
| | | | 173,694.51 |
| | Less unrepresented payments | | |
| | | | 173,694.51 |
| | Plus unrepresented receipts | | |
| B | Adjusted Bank Balance | | 173,694.51 |
| | A = B Checks out OK | | |