

Claygate Parish 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 30/04/2026		
	Cash in Hand 01/04/2026		139,961.25
	ADD Receipts 01/04/2026 - 30/04/2026		
	SUBTRACT Payments 01/04/2026 - 30/04/2026		
	Cash in Hand 30/04/2026 (per Cash Book)		128,679.48
B	Cash in hand per Bank Statements		
	Petty Cash 30/04/2026	55.43	
	Unity Trust 30/04/2026	32,843.69	
	Cambridge BS 30/04/2026	95,780.36	
	Lloyds Bank Credit Card 30/04/2026	0.00	
			128,679.48
	Less unrepresented payments		
			128,679.48
	Plus unrepresented receipts		
	Adjusted Bank Balance		128,679.48
	A = B Checks out OK		

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A	Bank Reconciliation at 31/05/2026		
	Cash in Hand 01/04/2026		139,961.25
	ADD Receipts 01/04/2026 - 31/05/2026		33,979.00
	SUBTRACT Payments 01/04/2026 - 31/05/2026		173,940.25
	Cash in Hand 31/05/2026 (per Cash Book)		15,841.36
B	Cash in Hand 31/05/2026 (per Cash Book)		158,098.89
	Cash in hand per Bank Statements		
	Petty Cash 31/05/2026	55.43	
	Unity Trust 31/05/2026	62,263.10	
	Cambridge BS 31/05/2026	95,780.36	
B	Lloyds Bank Credit Card 31/05/2026	0.00	
			158,098.89
	Less unrepresented payments		
			158,098.89
	Plus unrepresented receipts		
B	Adjusted Bank Balance		158,098.89
	A = B Checks out OK		

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Prepared by: _____

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Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 30/06/2026		
	Cash in Hand 01/04/2026		139,961.25
	ADD Receipts 01/04/2026 - 30/06/2026		33,979.00
	SUBTRACT Payments 01/04/2026 - 30/06/2026		173,940.25
	Cash in Hand 30/06/2026 (per Cash Book)		19,019.20
B			154,921.05
	Cash in hand per Bank Statements		
	Petty Cash 30/06/2026	55.43	
	Unity Trust 30/06/2026	59,085.26	
	Cambridge BS 30/06/2026	95,780.36	
	Lloyds Bank Credit Card 30/06/2026	0.00	
			154,921.05
	Less unrepresented payments		
			154,921.05
	Plus unrepresented receipts		
B	Adjusted Bank Balance		154,921.05
	A = B Checks out OK		