Westgate-on-Sea Town Council

Prepared by: _____ Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 30/09/2024			
	Cash in Hand 01/04/2024			110,906.69
	ADD Receipts 01/04/2024 - 30/09/2024			214,332.14
				325,238.83
	SUBTRACT Payments 01/04/2024 - 30/09/2024			122,814.97
A	**Cash in Hand 30/09/2024** (per Cash Book)			**202,423.86**
	Cash in hand per Bank Statements			
	Petty Cash	30/09/2024	22.29	
	Unity Current T2	30/09/2024	125,818.15	
	Unity Instant Access	30/09/2024	76,583.42	
				202,423.86
	Less unpresented payments			
				202,423.86
	Plus unpresented receipts			
B	**Adjusted Bank Balance**			**202,423.86**
	A = B Checks out OK			