# Dursley 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 31/03/2024** | | | |
| | Cash in Hand 01/04/2023 | | | 97,202.09 |
| | **ADD**<br>Receipts 01/04/2023 - 31/03/2024 | | | 654,911.15 |
| | | | | 752,113.24 |
| | **SUBTRACT**<br>Payments 01/04/2023 - 31/03/2024 | | | 740,224.21 |
| **A** | **Cash in Hand 31/03/2024**<br>(per Cash Book) | | | **11,889.03** |
| | Cash in hand per Bank Statements | | | |
| | Petty Cash | 31/03/2024 | 269.57 | |
| | Lloyds Bank plc Business Account | 31/03/2024 | 1,920.30 | |
| | Lloyds Bank plc Instant Access | 31/03/2024 | 9,774.21 | |
| | LLoyds Short Term Deposits | 31/03/2024 | 0.00 | |
| | | | | **11,964.08** |
| | Less unpresented payments | | | 75.05 |
| | | | | 11,889.03 |
| | Plus unpresented receipts | | | |
| **B** | **Adjusted Bank Balance** | | | **11,889.03** |
| | **A = B Checks out OK** | | | |

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