



# Kettleburgh Parish Council

Prepared by: Sonia Frost Clerk/RFO

Date: 5<sup>th</sup> December

*Name and Role (Clerk/RFO etc)*

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

*Name and Role (RFO/Chair of Finance etc)*

	<b>Bank Reconciliation at 30/11/2023</b>		
	Cash in Hand 01/04/2023		5,537.85
	<b>ADD</b> Receipts 01/04/2023 - 30/11/2023		6,933.85
			12,471.70
	<b>SUBTRACT</b> Payments 01/04/2023 - 30/11/2023		4,776.77
<b>A</b>	<b>Cash in Hand 30/11/2023</b> (per Cash Book)		<b>7,694.93</b>
	Cash in hand per Bank Statements		
	Petty Cash 30/11/2023	0.00	
	02 - Barclays Business Premium 30/10/2023	3,888.16	
	01 - Barclays Community 30/11/2023	3,806.77	
			<b>7,694.93</b>
	Less unrepresented payments		
			7,694.93
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>7,694.93</b>
	<b>A = B Checks out OK</b>		