

Latimer & Ley Hill Parish Council
Bank Reconciliation at 31 March 2021 (Q4)

Prepared by: Claire Leek - Parish Clerk for Latimer and Ley Hill Parish Council
 Date: 14th April 2021

	£	Total £	Current £	Deposit £
BANK STATEMENTS				
Balance per bank statements as at 31 March 2021:				
Current account	£9,941.61		£9,941.61	
Instant access deposit account	<u>£17,037.62</u>			£17,037.62
		Total: <u>£26,979.23</u>		
Less: Unpresented cheques at 31 March 2021			0	
 Net balances as at 31 March 2021		<u><u>£26,979.23</u></u>	<u><u>£9,941.61</u></u>	<u><u>£17,037.62</u></u>
 CASH BOOK				
Opening balance as at 1 April 2020		34,495.52	17,462.33	17,033.19
Add: Receipts in the year		£24,908.70	£24,904.27	4.43
Less: Payments in the year		-£32,429.21	-£32,429.21	-
 Balance per cash book at 31 March 2021		<u><u>£26,975.01</u></u>	<u><u>£9,937.39</u></u>	<u><u>£17,037.62</u></u>
Difference		£4.22	£4.22	0.00

NOTES

started the year with a difference of +£14.23 in the bank
 cheque number 1312 from 2019/2020 was presented on 02/06/20. This cheque is for £50 and is listed in the unpresented cheques of 2019/2020 reconciliation
 end of Q1 +£29.23 in the bank - increase of +£15
 cheque 1293 from 2019/2020 was not presented. This cheque is for a total of £15
 no change from Q2
 unidentified £14.23 plus unpresented £15 = difference of + £29.23 in the bank
 no change from Q3

SB: Less £25.00 Cheque from 19/20 (1293) uncleared - net difference £4.23