## Witham St Hughs Parish 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/       | 12/2023         |            |            |
|  |                                  |                 |            |            |
|  | Cash in Hand 01/04/2023          |                 | 357,005.67 |            |
|  |                                  |                 |            |            |
|  | ADD                              |                 |            |            |
|  | Receipts 01/04/2023 - 31/12/2023 |                 | 183,661.52 |            |
|  | SUBTRACT                         |                 | 540,667.19 |            |
|  | Payments 01/04/2023 - 31/12/2023 |                 |            | 108,526.88 |
|  |                                  |                 |            |            |
| A  | Cash in Hand 31/12/2023          |                 |            | 432,140.31 |
|  | (per Cash Book)                  |                 |            |            |
|  |                                  |                 |            |            |
|  | Cash in hand per Bank Statements |                 |            |            |
|  | Petty Cash                       | 30/04/2021      | 0.00       |            |
|  | Nationwide Building Society      | 31/12/2023      | 85,688.82  |            |
|  | Cambridge Building Society       |                 | 85,257.36  |            |
|  | Unity Trust T2                   | 31/12/2023      | 922.30     |            |
|  | Unity Trust Savings              | 31/12/2023      | 99,299.24  |            |
|  | Allotment Account                | 31/12/2023      | 4,817.57   |            |
|  | Reserve Account                  | 31/12/2023      | 103,115.90 |            |
|  | Main Account                     | 31/12/2023      | 53,039.12  |            |
|  |                                  |                 |            | 432,140.31 |
|  |                                  |                 |            |            |
|  | Less unpresented payments        |                 |            |            |
|  |                                  |                 |            | 432,140.31 |
|  | Plus unpresented receipts        |                 |            |            |
|  |                                  |                 |            |            |
| в  | Adjusted Bank Balance            |                 |            | 432,140.31 |
|  | A = B Checks out OK              |                 |            |            |
|  |                                  |                 |            |            |
|  |                                  |                 |            |            |