

Smaller authorities audit guidance

Bank reconciliation template

Leaffield Parish Council - Account 61005345 00

	£	£
Balance per bank statement at 31 March 2022		87,562.75
Add: outstanding receipts		
Less: outstanding payments		
Anne Ogilvie	343.43	
HMRC	103.32	
OALC	190.16	
Anne Ogilvie	2.55	
OCC - Pension	3,078.57	
Anne Ogilvie	1,043.26	
HMRC	197.46	
OCC - Pension	337.16	
WODC	40.00	
		5,335.91
Balance per cashbook at 31 March 2022		82,226.84

Outstanding receipts

This should include any amounts received which have been recorded in the cashbook as being received in the period to 31 March 2022 but which appear on the bank statement after 31 March 2022.

Outstanding payments

This should include any amounts paid which have been recorded in the cashbook as being paid in the period to 31 March 2022 but which appear on the bank statement after 31 March 2022.