

Hoton Parish Council

Bank Reconciliation – Current Account

Prepared on 2nd December 2024

Prepared by Victoria Webster Clerk and RFO

To be approved by Council and signed by a Councillor.

NatWest Current Account

Balance per bank statements as of:	1 st November 2024	£60
Plus, unpresented cheques as of:	1 st November 2024	£586.00
Plus, unbanked cash as of:	1 st November 2024	£0.00
Net Balance as of:	1 st November 2024	-£526.00

Opening balance:	31 st March 2024	£60
Add receipts to:	1 st November 2024	£12,487.67

Total:		£12,547.67
Less Payments to:	1 st November 2024	£12,487.67
Closing Balance on cashbook as of:	1st November 2024	-£526.00

Although the above balance shows a negative figure, the account is not overdrawn. The above figures show what funds have been allocated. When a payment is taken out of this account an automatic transfer happens from the reserves account so the balance on this account remains at £60 at all times.

Councillor Signature: _____

Councillor Name: _____

Date: _____