# Highcliffe and Walkford 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 31/10/2025** | | | |
| | Cash in Hand 01/04/2025 | | | 582,032.96 |
| | **ADD** | | | |
| | Receipts 01/04/2025 - 31/10/2025 | | | 292,539.71 |
| | | | | 874,572.67 |
| | **SUBTRACT** | | | |
| | Payments 01/04/2025 - 31/10/2025 | | | 147,839.27 |
| **A** | **Cash in Hand 31/10/2025** (per Cash Book) | | | **726,733.40** |
| | Cash in hand per Bank Statements | | | |
| | Petty Cash | 31/10/2025 | 0.00 | |
| | Unity Bank | 31/10/2025 | 39,602.92 | |
| | Unity Bank 2 | 31/10/2025 | 130.48 | |
| | CCLA Public Sector D/A | 31/10/2025 | 687,000.00 | |
| | Lloyds Credit Card | 31/10/2025 | 0.00 | |
| | Stripe | 31/10/2025 | 0.00 | |
| | | | | **726,733.40** |
| | Less unpresented payments | | | |
| | | | | 726,733.40 |
| | Plus unpresented receipts | | | |
| **B** | **Adjusted Bank Balance** | | | **726,733.40** |
| | **A = B Checks out OK** | | | |

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