# Droxford 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 31/05/2026** | | | |
| | Cash in Hand 01/04/2026 | | | 77,091.96 |
| | **ADD** | | | |
| | Receipts 01/04/2026 - 31/05/2026 | | | 37,834.55 |
| | | | | 114,926.51 |
| | **SUBTRACT** | | | |
| | Payments 01/04/2026 - 31/05/2026 | | | 10,309.83 |
| **A** | **Cash in Hand 31/05/2026** (per Cash Book) | | | **104,616.68** |
| | Cash in hand per Bank Statements | | | |
| | Petty Cash | 28/04/2026 | 0.00 | |
| | Unity Current Account | 31/05/2026 | 13,093.77 | |
| | Unity Instant Access | 31/05/2026 | 86,016.07 | |
| | Unity Cemetery Account | 31/05/2026 | 5,506.84 | |
| | | | | **104,616.68** |
| | Less unpresented payments | | | |
| | | | | 104,616.68 |
| | Plus unpresented receipts | | | |
| **B** | **Adjusted Bank Balance** | | | **104,616.68** |
| | **A = B Checks out OK** | | | |

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