

## Bank reconciliation

Name of smaller authority: **Brook Parish Council**

County area (local councils and parish meetings only): **Kent**

### Financial year ending 31 March 2022

Prepared by (Name and Role): **Tracey Block, Responsible Financial Officer**

Date: **13/04/2022**

|   | £               | £                      |
|---|-----------------|------------------------|
| <b>Balance per bank statements as at 31/3/22:</b>                                     |                 |                        |
| <b>account 1</b>  | <b>4,992.30</b> |                        |
| <b>account 2</b>  | <b>-</b>        |                        |
|   |                 | <b>4,992.30</b>        |
| Petty cash float (if applicable)  |                 | -                      |
| Less: any un-presented cheques as at 31/3/22 <b>(enter these as negative numbers)</b> |                 |                        |
|   |                 | -                      |
| Add: any un-banked cash as at 31/3/22   |                 |                        |
|   | <b>0</b>        |                        |
|   |                 | -                      |
| <b>Net balances as at 31/3/22 (Box 8)</b>   |                 | <b><u>4,992.30</u></b> |

### CASH BOOK

|  |                       |
|--|-----------------------|
| <b>Opening Balance 01/04/21</b>                          | 1689.04               |
| <b>Plus receipts in the year</b>                         | 12625.32              |
| <b>Less payments in the year</b>                         | 9322.06               |
| <b>Closing Balance per cash book as at 31 March 2022</b> | <b><u>4992.30</u></b> |