

## Smaller authorities audit guidance

### Bank reconciliation template

Spelsbury Parish Council

	£	£	
Balance per bank statement at 31 March 2023		2,718.94	Barclays current account
Balance per bank statement at 31 March 2023		2.41	Barclays savings account
Balance per bank statement at 31 March 2023		4,706.66	Unity Trust current account
Add: outstanding receipts			
		-	
Less: outstanding payments			
OCC Pension	91.06		
A Ogilvie	0.20		
HMRC	18.20		
		109.46	
Balance per cashbook at 31 March 2023		7,318.55	

#### Outstanding receipts

This should include any amounts received which have been recorded in the cashbook as being received in the period to 31 March 2023 but which appear on the bank statement after 31 March 2023.

#### Outstanding payments

This should include any amounts paid which have been recorded in the cashbook as being paid in the period to 31 March 2023 but which appear on the bank statement after 31 March 2023.