

Deopham & Hackford Parish Council

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 31/07/2025		
	Cash in Hand 01/04/2025		7,921.11
	ADD Receipts 01/04/2025 - 31/07/2025		5,544.64
			13,465.75
	SUBTRACT Payments 01/04/2025 - 31/07/2025		4,061.87
	Cash in Hand 31/07/2025 (per Cash Book)		9,403.88
B	Cash in hand per Bank Statements		
	Petty Cash 31/07/2025	0.00	
	Unity Trust - Current 31/07/2025	1,775.65	
	Unity Trust - Deposit 31/07/2025	7,730.23	
			9,505.88
	Less unrepresented payments		102.00
			9,403.88
	Plus unrepresented receipts		
	Adjusted Bank Balance		9,403.88
	A = B Checks out OK		

Deopham & Hackford Parish Council

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A	Bank Reconciliation at 31/08/2025		
	Cash in Hand 01/04/2025		7,921.11
	ADD Receipts 01/04/2025 - 31/08/2025		9,062.94
	SUBTRACT Payments 01/04/2025 - 31/08/2025		16,984.05
			4,501.32
	Cash in Hand 31/08/2025 (per Cash Book)		12,482.73
B	Cash in hand per Bank Statements		
	Petty Cash 31/07/2025	0.00	
	Unity Trust - Current 31/07/2025	4,710.70	
	Unity Trust - Deposit 31/07/2025	7,730.23	
			12,440.93
	Less unrepresented payments		
			12,440.93
	Plus unrepresented receipts		41.80
	Adjusted Bank Balance		12,482.73
	A = B Checks out OK		

Deopham & Hackford Parish Council
RECONCILIATION - Unity Trust - Deposit 31-08-2025

From Accounts	£7,730.23
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Payments not cashed	Add
Receipts not entered	Subtract

Statement should be	£7,730.23
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Deopham & Hackford Parish Council
RECONCILIATION - Unity Trust - Current 31-08-2025

From Accounts	£4,752.50
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Payments not cashed Add	
Receipts not entered Subtract	£41.80

Statement should be	£4,710.70
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