

# WESTGATE-ON-SEA TOWN COUNCIL BANK AND CASH RECONCILIATION - Mar 19

## Westgate-on-sea Balance at Bank & Petty Cash

Unity Trust Deposit Account ① 99,340.63  
 Transfer from Current Account (Ins & YTD Surplus)

Unity Trust Bank Current Account ② 5,749.46 99,340.63  
 Held in Allotment Tin ③ 616.10 5,749.46

Held in Petty Cash Tin ③ 85.99 702.09

**Actual Bank & Petty Cash held 31st March 2019 105,792.18**

Less Uncleared Cheques ② 1,259.32  
 Add Uncleared Lodgements 0.00

**Net Bank Balances as at 31st March 2019 104,532.86**

## Cash Book

Cashbook opening balance 118,937.72  
 Plus Receipts 268.95  
 Less Payments 15,375.90

**£103,830.77**

Held in Allotment Tin 616.10  
 Held in Petty Cash Tin 85.99 Cash Balance **£702.09**  
**Cashbook and Petty Cash as at 31st March 2019 £104,532.86**

**£0.00**

## Uncleared cheques

Mar-19 300638 75.00 WOSCCA  
 Mar-19 300641 500.00 Westgate-on-sea 1st Scouts ②  
 Mar-19 300642 655.69 HMRC  
 Mar-19 300643 28.63 Havering London Borough

## Uncleared Lodgements

Mar-19  
 Mar-19  
 Mar-19

1,259.32  
0.00

**Bank Reconciliation Statement as at 31/03/2019  
for Cashbook 3 - Unity Deposit Account**

①

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Deposit Account	28/02/2019	15	99,340.63
			<u>99,340.63</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			99,340.63
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			99,340.63
		<b>Balance per Cash Book is :-</b>	<b>99,340.63</b>
		<b>Difference is :-</b>	<b>0.00</b>

**Bank Reconciliation Statement as at 31/03/2019  
for Cashbook 1 - Current Bank A/c**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Account	31/03/2019	58	5,749.46
Allotment Account	31/01/2019		0.00
			<u>5,749.46</u>
<b><u>Unpresented Cheques (Minus)</u></b>		<b><u>Amount</u></b>	
04/03/2019 300638 WoS Community Centre Ass		75.00	
11/03/2019 300641 Westgate on Sea Scouts		500.00	
28/03/2019 300642 HMRC		655.69	
28/03/2019 300643 Havering London Borough		28.63	
			<u>1,259.32</u>
			4,490.14
<b><u>Receipts not Banked/Cleared (Plus)</u></b>			
		0.00	
			<u>0.00</u>
			4,490.14
		<b>Balance per Cash Book is :-</b>	<b>4,490.14</b>
		<b>Difference is :-</b>	<b>0.00</b>

**Bank Reconciliation Statement as at 31/03/2019  
for Cashbook 2 - Petty Cash**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Petty Cash			702.09
			<u>702.09</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			702.09
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			702.09
		<b>Balance per Cash Book is :-</b>	<b>702.09</b>
		<b>Difference is :-</b>	<b>0.00</b>