

**Faringdon Town Council**

**Bank reconciliation template**

31 March 2019

		£	£
Balance per bank statement at	31 March 2019		443,521.85
Add: outstanding receipts		1,420.27	
			1,420.27
Less: outstanding payments		490.60	
			490.60
Balance per cashbook at	31 March 2019		444,451.52

Outstanding receipts

This should include any amounts received which have been recorded in the cashbook as being received in the period to 31 March 2019 but which appear on the after 31 March 2019

Outstanding payments

This should include any amounts paid which have been recorded in the cashbook as being paid in the period to 31 March 2019 but which appear on the 31 March 2019

