

Smaller authorities audit			
Bank reconciliation		31-Mar-20	
	Balance per bank statement at	31-Mar-20	8348.33
	Add: outstanding receipts		
	Less: outstanding payments		
	Balance per cashbook at	31-Mar-20	8348.33
	<u>Outstanding receipts</u>		
	This should include any amounts received which have been recorded in the cashbook as being received in the period to 31 March 2020 but which appear on the bank statement after 31 March 2020		
	<u>Outstanding payments</u>		
	This should include any amounts paid which have been recorded in the cashbook as being paid in the period to 31 March 2020 but which appear on the bank statement after 31 March 2020.		