

1st Quarter		2nd quarter		3rd quarter		End of year	
Opening balance 1.4.2023	£10,015.25	Opening balance 1.4.2023	£10,015.25	Opening balance 1.4.2023	£10,015.25	Opening balance 1.4.2023	£10,015.25
Add receipts	£5,164.56	Add receipts	£9,551.78	Add receipts	£9,551.78	Add receipts	£10,882.15
Less payments	£3,059.70	Less payments	£4,389.24	Less payments	£6,388.43	Less payments	£10,192.10
Closing balance	£12,120.11	Closing balance	£15,177.79	Closing balance	£13,178.60	Closing balance	£10,705.30
Bank balance (30.6.23)	£120.11	Bank balance (30.9.23)	£44.57	Bank balance (31.12.23)	£45.38	Bank balance (31.3.24)	£41.71
Savings Account	£12,000.00	Savings Account	£15,133.22	Savings Account	£13,133.22	Savings Account	£10,663.59
Outstanding items	£0.00	Outstanding items	£0.00	Outstanding items		Outstanding items	£0.00
unpresented cheques	£0.00	unpresented cheques	£0.00	unpresented cheques		unpresented cheques	£0.00
Petty cash	£0.00	Petty cash	£0.00	Petty cash	£0.00	Petty cash	£0.00
Closing balance	£12,120.11	Closing balance	£15,177.79	Closing balance	£13,178.60	Closing balance	£10,705.30

Rows 3 & 4 contain formulae and will continue to automatically update. At their respective reconciliation time, replace with their plain numbers so that they don't continue to update past that date.