

Bank reconciliation – pro forma

Name of smaller authority: Redmie Parish Council

County area (local councils and parish meetings only): _____

Financial year ending 31 March 2018

Prepared by Jacqui Ayre Clerk & Financial Officer (Name and role)

Date 30/5/18

Balance per bank statements as at 31 March 2018:

£	£
12231	
344	
<hr/>	
6	

Petty cash float (if applicable)

Less: any un-presented cheques at 31 March 2018

12581

Add: any un-banked cash at 31 March 2018

Net balances as at 31 March 2018 (Box 8)

12581

The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows:

CASH BOOK:

Opening Balance 1 April 2017 (Prior year Box 8)

Add: Receipts in the year

Less: Payments in the year

Closing balance per cash book [receipts and payments book] as at 31 March 2018 (must equal net balances above – Box 8)

13361
8481
9261

12581

(See [example](#) for guidance if required)