

Bank reconciliation – pro forma

Name of smaller authority: STURTON LE STEEPLE PARISH COUNCIL

County area (local councils and parish meetings only): NOTTINGHAM SHIRE

Financial year ending 31 March 2018

Prepared by SARA STILLIARD - CLERK (Name and role)

Date 04/06/18

Balance per bank statements as at 31 March 2018: £ £

42,280.81

Petty cash float (if applicable)

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Less: any unpresented cheques at 31 March 2018

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Add: any un-banked cash at 31 March 2018

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Net balances as at 31 March 2018 (Box 8)

42,280.81

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)

33,955

Add: Receipts in the year

44,894

Less: Payments in the year

36,569

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

42,280

(See example for guidance if required)