

Bank reconciliation – pro forma

Name of smaller authority: NORTH AND SOUTH WHEATLEY PARISH COUNCIL

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

Financial year ending 31 March 2018

Prepared by SARA STILLIARD / CLERK + RFO (Name and role)

Date 24 May 2018

Balance per bank statements as at 31 March 2018:

£ £

57,258.52

Petty cash float (if applicable)

N/A

Less: any un-presented cheques as at 31 March 2018

- 56.60

57,201.92

Add: any un-banked cash at 31 March 2018

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Net balances as at 31 March 2018 (Box 8)

57,201.92

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)

51,255.76

Add: Receipts in the year

25,428.15

Less: Payments in the year

- 19,481.99

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

57,201.92

(See example for guidance if required)