

Bank reconciliation – pro forma

Name of smaller authority: EYAM PARISH COUNCIL

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

Financial year ending 31 March 2018

Prepared by S. MANSFIELD (CLERK/RFO) (Name and role)

Date 30/5/18

Balance per bank statements as at 31 March 2018:

£ £
_____ 34018.90

Petty cash float (if applicable)

Less: any unpresented cheques at 31 March 2018

Add: any un-banked cash at 31 March 2018

Net balances as at 31 March 2018 (Box 8)

_____ 34018.90

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)

34742

Add: Receipts in the year

28795

Less: Payments in the year

29518

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

34019

(See example for guidance if required)

GMF
17/11/18