

Bank reconciliation – pro forma

Name of smaller authority: Thrusington Parish Council

County area (local councils and parish meetings only): Chenwood Borough Council

Financial year ending 31 March 2018

Prepared by Nelen Chadwick (Name and role)

Date 08.05.2018

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

13,427

Petty cash float (if applicable)

Less: any un-presented 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)

7055

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)

13,427

Add: Receipts in the year

8,425

Less: Payments in the year

14,757

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

7055

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