

Bank reconciliation – pro forma

Name of smaller authority: ERYHOLME PARISH COUNCIL

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

Financial year ending 31 March 2018

Prepared by [Signature] (Name and role)

Date 15/05

Balance per bank statements as at 31 March 2018: £ £
1236 - 74

Petty cash float (if applicable) _____

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

Add: any un-banked cash at 31 March 2018 _____

Net balances as at 31 March 2018 (Box 8) £ 1236 - 74

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) £ 165 - 58
Add: Receipts in the year £ 1624 - 00
Less: Payments in the year £ 552 - 84
Closing balance per cash book [receipts and payments book] as at 31 March 2018 (must equal net balances above – Box 8) £ 1236 - 74

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

M. E. Hirst.
(CHAIRMAN) → 24/5/18.