

Bank reconciliation – pro forma

Name of smaller authority: PLUCKLEY PARISH COUNCIL

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

Financial year ending 31 March 2018

Prepared by GEOFF EATON, CLERK/RFO (Name and role)

Date 27/6/18

Balance per bank statements as at 31 March 2018:

£	£
8924.02	
<u>13699.62</u>	22623.64

Petty cash float (if applicable)

(65.00)

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)

22558.64

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)

72867

Add: Receipts in the year

68200

Less: Payments in the year

(118508)

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

22559

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