

Bank reconciliation – pro forma

Name of smaller authority: Upper Deverills Parish Council

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

Financial year ending 31 March 2018

Prepared by Mrs CD Fordham, Clerk and RFO (Name and role)

Date 24.04.18

Balance per bank statements as at 31 March 2018:	£	£
Current Account:	7113.40	
		—
Petty cash float (if applicable)		
Less: any un-presented cheques/EP at 31 March 2018	506.40	
		—
Add: any un-banked cash at 31 March 2018		

Net balances as at 31 March 2018 (Box 8)	6607.00	_____

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)	7119.00	
Add: Receipts in the year	8263.00	
Total:	15382.00	
Less: Payments in the year	8775.00	
Closing balance per cash book [receipts and payments book] as at 31 March 2018 (must equal net balances above – Box 8)		_____
		6607.00

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