

Bank reconciliation – pro forma

Name of smaller authority: Chilmark Parish Council

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

Financial year ending 31 March 2018

Prepared by J M MacDougall Clerk/RFO (Name and role)

Date 13/4/18

Balance per bank statements as at 31 March 2018: £

9194.79

Petty cash float (if applicable)

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

Nil

Add: any un-banked cash at 31 March 2018

9194.79

Net balances as at 31 March 2018 (Box 8)

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)

8409.58

Add: Receipts in the year

10151.94

Less: Payments in the year

9366.73

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

9194.79

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