

Bank reconciliation – pro forma

Name of smaller authority: WING PARISH COUNCIL

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

Financial year ending 31 March 2018

Prepared by MARTIN FIELD (PARISH CLERK)

Date : 31 May 2018

Balance per bank statements as at 31 March 2018:	£
Current Account	7336.58
Business Account	3672.01
Community Centre Acc.	8174.21
	19182.80

Petty cash float (if applicable)	0
Less: any un-presented cheques at 31 March 2018	-4066.75

Add: any un-banked cash at 31 March 2018	0

Net balances as at 31 March 2018 (Box 8)	<u>15116.05</u>

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)	19096.45
Add: Receipts in the year	7635.94
Less: Payments in the year	-11616.34
Closing balance per cash book [receipts and payments book] as at 31 March 2018 (must equal net balances above – Box 8)	<u>15116.05</u>

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