

Bank reconciliation – pro forma

Name of smaller authority: BIRSTWICH PARISH COUNCIL

County area (local councils and parish meetings only): NORTH YORKSHIRE

Financial year ending **31 March 2018**

Prepared by J WORSNOP CLERK (Name and role)

Date 17.5.18

Balance per bank statements as at 31 March 2018:

	£	£
YORKSHIRE BANK (CURRENT A/c)	1019.35 ✓	
~ (PREMIUM A/c)	<u>7836.12 ✓</u>	8855.4

petty cash float (if applicable)

Less: any un-presented cheques at 31 March 2018

£ 077

291.00

291.00

Add: any un-banked cash at 31 March 2018

Net balances as at 31 March 2018 (Box 8)

£8564.47

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)

4690.62

Add: Receipts in the year

10,332.00

Less: Payments in the year

6458.15

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

£8564.47

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