

Bank reconciliation – pro forma

Name of smaller authority: _____ Eakring Parish Council _____

County area (local councils and parish meetings only): _____ Newark and Sherwood, Nottinghamshire _____

Financial year ending 31 March 2018

Prepared by: Miss Sian Bacon, Parish Clerk/RFO _____ (Name and role)

Date: 26th April 2018

Balance per bank statements as at 31 March 2018:	£	£
Current Account	917.78	
Deposit Account	4348.03	
Election Account	1268.52	
Special Projects Account (Skipton)	54165.74	
		60700.07
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Petty cash float (if applicable)		N/A
Less: any un-presented cheques at 31 March 2018		
Current Account Cheque Number 000511	(50)	(50)
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Add: any un-banked cash at 31 March 2018	0	0
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Net balances as at 31 March 2018 (Box 8)		<u>60650.07</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)	41920.47
Add: Receipts in the year	59733.83
Less: Payments in the year	4100423
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Closing balance per cash book [receipts and payments book] as at 31 March 2018 (must equal net balances above – Box 8)	<u>60650.07</u>

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