

Bank reconciliation – pro forma

Name of smaller authority: Clapham cum Newby Parish Council

County area (local councils and parish meetings only)

Financial year ending 31 March 2018

Prepared by Nigel Harrison (Parish Clerk and Responsible Financial Officer)

Date 10th April 2018

Balance per bank statements as at 31 March 2018:		
Current account	£	£
Deposit account	8646.86	
	<u>12644.62</u>	
	<u>21291.48</u>	
Petty cash float (if applicable)		
Less: any unpresented cheques at 31 March 2018		
100629	<u>60.00</u>	
100630	205.00	
100631	45.00	
	<u>310.00</u>	
Add: any unbanked cash at 31 March 2018		
	<u>20981.48</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)	16470.87	
Add: Receipts in the year		10345.24
Less: Payments in the year		<u>5834.63</u>
Closing balance per cash book [receipts and payments book] as at 31 March 2018 (must equal net balances above – Box 8)		<u>20981.48</u>