

Bank reconciliation – pro forma

Name of smaller authority: PIDDINGTON AND WHEELER END PARISH COUNCIL

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

Financial year ending 31 March 2018

Prepared by HAYLEY GLASGOW - CLERK (Name and role)

Date 08/05/18

	£	£
Balance per bank statements as at 31 March 2018:		
<u>NAT WEST CURRENT ACCOUNT</u>	<u>22,315.58</u>	
Petty cash float (if applicable)		22,315.58
Less: any un-presented cheques at 31 March 2018		
1760	96.20	
1766	83.64	
1764	<u>1,320.00</u>	
Add: any un-banked cash at 31 March 2018		1,499.84
Net balances as at 31 March 2018 (Box 8)		<u>20,815.74</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)	14,138.04
Add: Receipts in the year	21,735.39
Less: Payments in the year	<u>15,057.69</u>
Closing balance per cash book [receipts and payments book] as at 31 March 2018 (must equal net balances above – Box 8)	<u>20,815.74</u>

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