

Bank reconciliation – pro forma

Name of smaller authority: CHERINGTON PARISH COUNCIL

County area (local councils and parish meetings only): GLOUCESTERSHIRE.

Financial year ending 31 March 2018

Prepared by BEVERLEY A. RYMER / PARISH CLERK (Name and role)

Date May 2018.

Balance per bank statements as at 31 March 2018:	£	£
LLOYDS BANK TREASURERS A/c	4391.46	4391.46
COVENTRY BUILDING SOCIETY A/c	<u>1540.57</u>	<u>1540.57</u>
Petty cash float (if applicable)	—	—
Less: any unpresented cheques at 31 March 2018	—	—
Add: any un-banked cash at 31 March 2018	—	—
Net balances as at 31 March 2018 (Box 8)		<u>5932.03</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)	6016.77
Add: Receipts in the year	4469.71
Less: Payments in the year	<u>4554.45</u>
Closing balance per cash book [receipts and payments book] as at 31 March 2018 (must equal net balances above – Box 8)	<u>5932.03.</u>

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