

Bank reconciliation – pro forma

Name of smaller authority: South Kelsey & Mootown Parish Council

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

Financial year ending 31 March 2018

Prepared by Jennifer A Shimson Clerk. (Name and role)

Date 7/6/18

Balance per bank statements as at 31 March 2018:

£ £

14001

Petty cash float (if applicable)

Less: any un-presented cheques at 31 March 2018

300

Add: any un-banked cash at 31 March 2018

Net balances as at 31 March 2018 (Box 8)

13642.

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)

14969

Add: Receipts in the year

7782

Less: Payments in the year

9109

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

13642

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