

Bank reconciliation – pro forma

Name of smaller authority: Lympstone Parish Council

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

Financial year ending 31 March 2018

Prepared by_A J Le Riche, Clerk and RFO_(Name and role)

Date 9th May 2018

Balance per bank statements as at 31 March 2018:	£	£
Current Ac	54,391.14	
Deposit ac	161.65	
	54,552.79	54,552.79
Petty cash float (if applicable)	0.00	0.00
Less: any un-presented cheques at 31 March 2018	388.00	388.00
	54,164.79	54,164.79
Add: any un-banked cash at 31 March 2018	0.00	0.00
	54,164.79	54,164.79
Net balances as at 31 March 2018 (Box 8)		

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)	48,024.14	
Add: Receipts in the year	67,877.21	
Less: Payments in the year	61,736.56	
Closing balance per cash book [receipts and payments book] as at 31 March 2018 (must equal net balances above – Box 8)	54,164.79	

(See example for guidance if required)

Jenny Clark