

## Bank reconciliation – pro forma

Name of smaller authority: Mabe Parish Council

Financial year ending 31 March 2018

Prepared by: Lisa Clements – clerk/RFO (Name and role)

Date 9.4.18

Balance per bank statements as at 31 March 2018:	£	£
Barclays	18981.10	
NS&I	7388.83	
		26369.93
Petty cash float (if applicable)	0	
Less: any un-presented cheques at 31 March 2018	75.00	
		75.00
Add: any un-banked cash at 31 March 2018	0	
		26294.93
Net balances as at 31 March 2018 (Box 8)		
<b><i>The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows:</i></b>		
<b>CASH BOOK:</b>		
Opening Balance 1 April 2017 (Prior year Box 8)		20195.11
Add: Receipts in the year		20492.55
Less: Payments in the year		-14392.43
Closing balance per cash book [receipts and payments book] as at 31 March 2018 (must equal net balances above – Box 8)		26294.93

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