

Bank reconciliation – pro forma

Name of smaller authority: **ALDEBY PARISH COUNCIL**

County area (local councils and parish meetings only): **SOUTH NORFOLK**

Financial year ending 31 March 2018

Prepared by Graham Kerridge, Clerk & RFO

Date 1 May 2018

Balance per bank statements as at 31 March 2018:	£	
Current account		4,666.67
Business saver account		4,005.70
Amenities account		1,403.88
		<u>10,076.25</u>
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Petty cash float (if applicable)		Nil
Less: any un-presented cheques at 31 March 2018		Nil
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Add: any un-banked cash at 31 March 2018		Nil
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Net balances as at 31 March 2018 (Box 8)		<u>10,076</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)	9,926
Add: Receipts in the year	12,025
Less: Payments in the year	11,875
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Closing balance per cash book [receipts and payments book] as at 31 March 2018 (must equal net balances above – Box 8)	<u>10,076</u>

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