

Bank reconciliation – pro forma

Name of smaller authority: Sudbrooke Parish Council

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

Financial year ending 31 March 2018

Prepared by Bridget Claire Solly (RFO) (Name and role)

Date 30/05/2018

Balance per bank statements as at 31 March 2018:	£	£
Current Account	6104.38	
Instant Account	18465.90	
14 Day Account	4396.68	
Sportsfield Account	2585.65	
Northfield Park Account	19016.74	
Fox Covert Account	2141.33	
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		52,710.68
Petty cash float (if applicable)		0.00
Less: any un-presented cheques at 31 March 2018	0.00	0.00
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Add: any un-banked cash at 31 March 2018		
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Net balances as at 31 March 2018 (Box 8)		<u>52,710.68</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)	51923.46
Add: Receipts in the year	30283.97
Less: Payments in the year	(29496.75)
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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>52710.68</u>

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