

Bank reconciliation – pro forma

Insert name of smaller authority: Eastling Parish Council

Financial year ending 31 March 2017

Prepared by Wendy Licence Clerk & RFO

Date 2 May 2017

Balance per bank statements as at 31 March 2017:	£	£
	2401	
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Petty cash float (if applicable)	0	
Less: any un-presented cheques at 31 March 2017	0	
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	0	
Add: any un-banked cash at 31 March 2017		
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Net balances as at 31 March 2017 (Box 8)		2401
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The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows:

CASH BOOK:

Opening Balance 1 April 2016 (Prior year Box 8)	2401
Add: Receipts in the year	4866
Less: Payments in the year	5403
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Closing balance per cash book [receipts and payments book] as at 31 March 2017 (must equal net balances above – Box 8)	3064
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