

Bank reconciliation – pro forma

Name of smaller authority: MERRIOTT PARISH COUNCIL

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

Financial year ending 31 March 2018

Prepared by K Sheehan (Clerk & RFO)

Date 12th April 2018

Balance per bank statements as at 31 March 2018:	£	£
	<u>59471</u>	
Petty cash float (if applicable)	0.00	
Less: any un-presented cheques at 31 March 2018	0.00	
	<u>0.00</u>	
Add: any un-banked cash at 31 March 2018	0.00	
		<u>59471</u>

Net balances as at 31 March 2018 (Box 8)

59471

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)	23732
Add: Receipts in the year £96415	
Less: Payments in the year £60676	
Closing balance per cash book [receipts and payments book] as at 31 March 2018 (must equal net balances above – Box 8)	<u>59471</u>

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