

Bank reconciliation – pro forma

Name of smaller authority: Carlton Scroop and Normanton on Cliffe

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

Financial year ending 31 March 2018

Prepared by: Adrian Illingworth –Clerk/RFO

Date _____

	£	£
Balance per bank statements as at 31 March 2018:		
Current Account	200	
Business Reserve	5731	
	<hr/>	5931
Petty cash float (if applicable)		
Less: any un-presented cheques at 31 March 2018	NIL	
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Add: any un-banked cash at 31 March 2018	NIL	
	<hr/>	
Net balances as at 31 March 2018 (Box 8)		<hr/> 5931

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)	6176
Add: Receipts in the year	8135
Less: Payments in the year	8920
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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)	<hr/> 5931