

## Bank reconciliation – pro forma

Name of smaller authority: CHELMONDISTON PARISH COUNCIL

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

### Financial year ending 31 March 2018

Prepared by: JILL DAVIS  
CLERK/RESPONSIBLE FINANCE OFFICER

Date 14/04/2018

Balance per bank statements as at 31 March 2018:		
Treasurers Account;	£	£
Business Bank Instant Access Account:	2,415.46	
	68,297.32	
		70,712.78
Petty cash float (if applicable)		14.00
Less: any un-presented cheques at 31 March 2018	(42.48)	
Cheque Number 1985		
		(42.48)
Add: any un-banked cash at 31 March 2018	N/A	
		70,684.30

***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)	61,292.24	
Add: Receipts in the year	34,973.18	
Less: Payments in the year	(25,581.12)	
Closing balance per cash book [receipts and payments book] as at 31 March 2018 (must equal net balances above – Box 8)		70,684.30