

Bank reconciliation – pro forma

Name of smaller authority: **Elsdon Parish Council**

County area (local councils and parish meetings only): **Northumberland**

Financial year ending 31 March 2018

Prepared by Martin Chilvers, Parish Clerk (Name and role)

Date 4 April, 2018

Balance per bank statements as at 31 March 2018:	£	£
Current Account	3915	
	<hr/>	3915
Petty cash float (if applicable)		0
Less: any un-presented cheques at 31 March 2018		
	<hr/>	0
Add: any un-banked cash at 31 March 2018		
	<hr/>	3915
Net balances as at 31 March 2018 (Box 8)		<hr/>

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)	3962
Add: Receipts in the year	1638
Less: Payments in the year	1685
Closing balance per cash book [receipts and payments book] as at 31 March 2018 (must equal net balances above – Box 8)	<hr/> 3915 <hr/>