

**Reconciliation between Box 7 and Box 8 in Section 1 - pro forma**  
(applies to Annual Returns prepared on an income and expenditure basis only)

**SANDHUTTON PARISH COUNCIL**

There should only be a difference between Box 7 and Box 8 where the Annual Return has been prepared on an income and expenditure basis and there have been adjustments for debtors/prepayments and creditors/receipts in advance at the year end. Please provide details of the year end adjustments, showing how the net difference between them is equal to the difference

	£	£
<b>Box 7: Balances carried forward</b>		<b>6,283</b>
<b>Deduct:</b>		
<b>Debtors</b>		
• Sundry Debtors	0	
• HMRC VAT due	421	
	<b>421</b>	
<b>Deduct:</b>		
Payments made in advance (prepayments)		
• Pre payments	0	
	<b>0</b>	
<b>Total Deductions:</b>		<b>421</b>
<b>Add:</b>		
<b>Creditors</b>		
Internal Audit due	85	
Accruals 20/21 - Noticeboard	1980	
	<b>2065</b>	
<b>Add: Receipts in advance</b>	<b>0</b>	
<b>Total Additions:</b>		<b>2,065</b>
<b>Box 8: Total cash and short term investments</b>		<b>7,927</b>



## Bank Reconciliation - proforma

### SANDHUTTON PARISH COUNCIL

Financial year ending 31st March 2021

Prepared by Sue Fraser, Clerk

Date: 31/03/2021

#### Balance per bank statements as at 31st March 2021

	£	£
Treasurer Account	4261	
Money Manager Account	3666	
		7927
Petty Cash float (if applicable)		0

Less: any unpresented cheques @ 31st March 2021

Add: any un-banked cash at 31st March 2021

Net balances as at 31st March 2021

7927

The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows:

#### CASH BOOK:

Opening Balance 1st April 2021 (Prior year Box 8)	7255
Add: Receipts in the year	5218
Less: Payments in the year	4729
Closing balance per cash book [receipts and payments book] as at 31st March (must equal net balances above - Box 8)	<u>7927</u>