Bank reconciliation – pro forma

Name of smaller authority: Betchworth Parish Council

County area (local councils and parish meetings only): Mole Valley District Council

Financial year ending 31 March 2018

Prepared by Marion Hallett, Clerk and responsible Financial Officer

Date 17 May 2018

Balance per bank statements as at 31 March 2018:	£	£
Current account	1983.93	
Savings account	25574.72	
Petty cash float (if applicable)	n/a	
Less: any unpresented cheques at 31 March 2018	0	
Add: any un-banked cheques at 31 March 2018	262.03	
Net balances as at 31 March 2018 (Box 8)		27820.68

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)	25806.66
Add: Receipts in the year	27372.62
Less: Payments in the year	25358.60
Closing balance per cash book [receipts and payments book] as at 31 March 2018 (must equal net balances above – Box 8)	27820.68