

# Bank reconciliation – pro forma

Washburn Parish Council

Financial year ending 31 March 2017

Prepared by DR JASON KNOWLES (CLERK & RFO) (Name and role)

Date 08/05/2017

Balance per bank statements as at 31 March 2017:	£	£
CURRENT ACCOUNT		5,205.00
BUSINESS ACCOUNT		5,285.00
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Petty cash float (if applicable)		10,490.00
		53.00

Less: any un-presented cheques at 31 March 2017

CHEQUE NUMBER	AMOUNT
100479	(69.00)
100480	(70.00)
100481	(520.00)
100482	(45.50)
100484	(130.00)
100485	(1,700.00)

Add: any un-banked cash at 31 March 2017 (2,534.00)

Net balances as at 31 March 2017 (Box 8) 

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8,009.00

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

**CASH BOOK:**

Opening Balance 1 April 2016 (Prior year Box 8)	7,619.00
Add: Receipts in the year	7,835.00
Less: Payments in the year	(7,445.00)
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Closing balance per cash book [receipts and payments book] as at 31 March 2017 (must equal net balances above – Box 8)	<u>8,009.00</u>