

Bank reconciliation – pro forma

Insert name of smaller authority: **Stow-Cum-Quy Parish Council**

Financial year ending 31 March 2017

Prepared by: Tracey Thorby, Parish Clerk and Responsible Financial Officer (Name and role)

Date: 13 June 2017

Balance per bank statements as at 31 March 2017:		£	£
Community Account		7,151.39	
Business Account		21,203.24	
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		28,354.64	
Petty cash float (if applicable)			
Less: any un-presented cheques at 31 March 2017			
Cheque Number:	101438	30.00	
	101471	32.08	
	101472	507.96	
	101475	10.25	
	101476	10.00	
	101477	16.96	
	101478	3704.02	
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		4311.27	
Add: any un-banked cash at 31 March 2017			
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			24,043.36
Net balances as at 31 March 2017 (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 2016 (Prior year Box 8)	40,773.40
Add: Receipts in the year	17,464.38
Less: Payments in the year	30,610.47
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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)	24,043.36
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