

Bank reconciliation – pro forma

Name of smaller authority: **BURTON BRADSTOCK PARISH COUNCIL**

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

Financial year ending 31 March 2018

Prepared by: Michele Harding Clerk/RFO

Date: 19th April 2018

Balance per bank statements as at 31 March 2018:	£	£
Current Account	29808	
Fixed Bond 1 year	20000	
Fixed Bond 2 year	20000	
	<hr/>	69808

Petty cash float (if applicable)

Less: any unpresented cheques at 31 March 2018

Add: any un-banked cash at 31 March 2018

Net balances as at 31 March 2018 (Box 8)

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)	59399
Add: Receipts in the year	44275
Less: Payments in the year	(33866)
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Closing balance per cash book [receipts and payments book] as at 31 March 2018 (must equal net balances above – Box 8)	69808