

Bank reconciliation – pro forma

Name of smaller authority: Hopesay Parish Council

County area (local councils and parish meetings only): Shropshire

Financial year ending 31 March 2018

Prepared by Meg Gwilliam Clerk & Responsible Financial Officer (Name and role)

Date 18th May 2018

Balance per bank statements as at 31 March 2018:		
Current Account	£	£
	7338.62	
Saver Account	8107.63	
	<hr/>	15446.25
Petty cash float (if applicable) [NOT APPLICABLE]		
Less: any un-presented cheques at 31 March 2018		
	100513 (176.66)	
	100519 (176.66)	
	100520 (248.34)	
	100521 (31.28)	
	100522 (68.40)	
	100523 (53.10)	
	100524 (231.00)	
	100525 (357.00)	
	100526 (75.00)	
	<hr/>	(1417.44)
No un-banked cash at 31 March 2018		
	<hr/>	14028.81

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)	15013.56
Add: Receipts in the year	21588.17
Less: Payments in the year	(22572.92)
Closing balance per cash book [receipts and payments book] as at 31 March 2018 (must equal net balances above – Box 8)	<hr/> 14028.81