

Bank reconciliation – pro forma

Doddington Parish Council

Financial year ending 31 March 2015

Prepared by Wendy Licence Clerk/ RFO
Date 24/04/2015

Balance per bank statements as at 31 March 2015:	£	£
e.g. Current account	50.00	
High interest account	7084.00	
Building society premium account	0.00	
	<hr/>	7134.00
Petty cash float		0.00
Less: any un-presented cheques at 31 March 2015 (normally only current account)		
Cheque number 1044	(1.00)	
	<hr/>	(1.00)
Add: any un-banked cash at 31 March 2015 e.g. Allotment rents banked 31 March 2015 (but not credited until 1 April)	0.00	0.00
	<hr/>	
Net balances as at 31 March 2015 (Box 8)		<hr/> 7133.10

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

CASH BOOK:

Opening Balance 1 April 2014 (Prior year Box 8)	7490.00
Add: Receipts in the year	9461.00
Less: Payments in the year	(9818.00)
	<hr/>
Closing balance per cash book [receipts and payments book] as at 31 March 2015 (must equal net balances above – Box 8)	<hr/> 7133.00