

Bank reconciliation – pro forma

Name of smaller authority: **Osbaston Parish Council**
County area (local councils and parish meetings only): **Hinckley & Bosworth**

Financial year ending 31 March 2018

Prepared by **Mrs Sherene Reading – Clerk & RFO**

Date: **07.06.18**

Balance per bank statements as at 31 March 2018:	£	£
	5299.48	
	2239.84	
	<hr/>	7539.32
Petty cash float (if applicable)	N/A	
Less: any un-presented cheques at 31 March 2018	592.81	
	18.00	610.81
	<hr/>	
Add: any un-banked cash at 31 March 2018	N/A	
	<hr/>	
Net balances as at 31 March 2018 (Box 8)		<u>6928.51</u>

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)		7404.93
Add: Receipts in the year	4000.44	
Less: Payments in the year	4476.86	
Closing balance per cash book [receipts and payments book] as at 31 March 2018 (must equal net balances above – Box 8)		<hr/> <u>6928.51</u> <hr/>