

Bank reconciliation – pro forma

Name of smaller authority: BEAMINSTER TOWN COUNCIL _____
_____ COUNTY AREA DORSET _____

Financial year ending 31 March 2018

Prepared by ___CHRISTINE BRIGHT RFO _____ (Name and role)

Date _17.04.2018 _____

Balance per bank statements as at 31 March 2018:		£	£
Current a/c	20589.98		
Savings account	69294.15		
N.S.I.B.	54420.00		
			144304.
Petty cash float (if applicable) N/A			
Less: any unpresented cheques at 31 March 2018	1776.68	1776.	
Add: any un-banked cash at 31 March 2018 N/a			
Net balances as at 31 March 2018 (Box 8)			<u>142527</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)		176898
Add: Receipts in the year	183560	
Less: Payments in the year	217931	
Closing balance per cash book [receipts and payments book] as at 31 March 2018 (must equal net balances above – Box 8)		<u>142527</u>

(See example for guidance if required)