

Bank reconciliation – pro forma

Name of smaller authority: ___Folke Parish Council_____

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

Financial year ending 31 March 2023

Prepared by Joanna Ramsay, Parish Clerk and RFO

Date 05.04.2023

Balance per bank statements as at 31 March 2023:	£	£
Current Account	5529	
Business Reserve Account	<u>0.00</u>	
Petty cash float (if applicable)	0.00	
Less: any un-presented cheques at 31 March 2023	0.00	
	<u> </u>	
Add: any un-banked cash at 31 March 2023	0.00	
	<u> </u>	
Net balances as at 31 March 2023 (Box 8)	5529	<u> </u>

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

CASH BOOK:

Opening Balance 1 April 2022 (Prior year Box 8)	12610	
Add: Receipts in the year	5640	
Less: Payments in the year	12721	
Closing balance per cash book [receipts and payments book] as at 31 March 2023 (must equal net balances above – Box 8)	5529	<u> </u>

(See [example](#) for guidance if required)