



Schedules for submission to external auditor

Bank reconciliation template

Schedule B

The model can be applied for reconciliations carried out at any time of the year. Please complete all green cells.

BANK RECONCILIATION		FINANCIAL YEAR ENDING 31 MARCH 2017	
Authority name and reference	BROMPTON RALPH PARISH COUNCIL SOM 038		
Prepared by: Name Role (Clerk/RFO etc)	BPSMITH CLERK + RFO	Date:	01/05/2017
Approved by: Name Role (RFO/Chair etc)		Date:	
Balance per bank statements as at 31 March 2017	£	TOTAL £	
List balances on all bank accounts plus petty cash floats at 31 March 2017:	8849.50	8849.50	
LLOYDS BANK ACCOUNT 02242844 ONLY.			
Less: any un-presented cheques at 31 March 2017: (normally only current account. List date, cheque number & value. Use separate list if needed)			
NONE			
Add any unbanked cash at 31 March 2017: (List date & amount received)			
NONE			
TOTAL - NET BANK BALANCES AS AT 31 MARCH 2017		8849.50	

The net balances reconcile to the Cash Book for the year, as follows:

CASH BOOK (receipts and payments/income & expenditure schedules)	£
Opening Balance:	7797.42
Add: Receipts in the year:	4250.00
Less: Payments in the year:	3197.92
CLOSING BALANCE PER CASH BOOK @ 31 MARCH 2017	8849.50
Must equal total net bank balances above and Section 2, Box 8	

Please complete all shaded boxes and send this form with your Annual Return to:
Mrs Jo Farr, Grant Thornton UK LLP, Hartwell House, 55-61 Victoria Street, Bristol, BS1 6FT
or email to Jo.farr@uk.gt.com