

## Bank reconciliation – pro forma

Name of smaller authority: TOLLER PORCORUM PARISH COUNCIL

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

### Financial year ending 31 March 2018

Prepared by: K Sheehan (Clerk/RFO)

Date: 20<sup>th</sup> April 2018

Balance per bank statements as at 31 March 2018:	£9948	£
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Petty cash float (if applicable)	N/A	
Less: any un-presented cheques at 31 March 2018	NONE	
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Add: any un-banked cash at 31 March 2018	NONE	
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Net balances as at 31 March 2018 (Box 8)		<u>£9948</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)	£9190
Add: Receipts in the year	£6232
Less: Payments in the year	£5474
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Closing balance per cash book [receipts and payments book] as at 31 March 2018 (must equal net balances above – Box 8)	<u>£9948</u>

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