**Bank reconciliation – pro forma**

Name of smaller authority: **WHALLEY PARISH COUNCIL**

County area (local councils and parish meetings only): **LANCASHIRE**

**Financial year ending 31 March 2019**

Prepared by: **MANDY RICHARDSON**

**Responsible Financial Officer and Clerk to Whalley Parish Council**

Date : **9 April 2019**

|  |  |  |
| --- | --- | --- |
| Balance per bank statements as at 31 March 2019:  Nat West Current Account 5628.82  Nat West QEII Account 0  Skipton Building Society 21742.69 |  |  |
|  |  |  |
|  | 27371.51 |  |
| Petty cash float (if applicable) N/A  Less: any un-presented cheques at 31 March 2019 |  |  |
| Cheque number  0003352  0003353  0003359  0003360  0003361  0003362  0003363 | (850)  (500)  (25)  (15)  (3628.00)  (515.60)  (58.33) |  |
|  | 5591.93 |  |
|  |  |  |
| Add: any un-banked cash at 31 March 2019 | 0 |  |
|  |  |  |
| Net balances as at 31 March 2019 (Box 8) |  | 21779.58 |
|  |  |  |
| ***The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows:*** | | |
| **CASH BOOK:**  Opening Balance 1 April 2018 (Prior year Box 8)  Add: Receipts in the year  Less: Payments in the year | 25918  38368  42506 |  |
| Closing balance per cash book [receipts and payments book] as at 31 March 2018 (must equal net balances above – Box 8) |  | 21780.00 |

(See [example](https://www.pkf-littlejohn.com/sites/default/files/media/documents/bank_reconciliation_example_2017-18_0.pdf) for guidance if required)