

Bank reconciliation – pro forma

Name of smaller authority: ___HORSINGTON PARISH COUNCIL

County area (local councils and parish meetings only): EAST LINDSEY

Financial year ending 31 March 2018

Prepared by Mrs L Needham (Parish Clerk)

Date 4th April 2018

Balance per bank statements as at 31 March 2018:	£	£
	4644	
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Petty cash float (if applicable)		
Less: any un-presented cheques at 31 March 2018	NIL	
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Add: any un-banked cash at 31 March 2018	NIL	
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Net balances as at 31 March 2018 (Box 8)	4644	<hr/>

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)	NIL
Add: Receipts in the year	NIL
Less: Payments in the year	NIL
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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)	NIL
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(See [example](#) for guidance if required)