

Bank reconciliation – pro forma

Name of smaller authority: LUPPITT PARISH COUNCIL

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

Financial year ending 31 March 2019

Prepared by Rosalind Buxton, Parish Clerk and Responsible Financial Officer

Date 04/06/2018

Balance per bank statements as at 31 March 2019:	£	£
Co-Operative Bank		12,462.99
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Petty cash float (if applicable) – NO PETTY CASH FLOAT		
Less: any un-presented cheques at 31 March 2019		
Cheque no 500505	(45.00)	
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		(45.00)
Add: any un-banked cash at 31 March 2018		
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Net balances as at 31 March 2019 (Box 8)		<u>12,417.99</u>

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)	15,966.04
Add: Receipts in the year	19,957.71
Less: Payments in the year	23,505.76
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Closing balance per cash book [receipts and payments book] as at 31 March 2019 (must equal net balances above – Box 8)	<u>12,417.99</u>

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