

South Mimms Parish Council

Bank Reconciliation Financial year ending 31 March 2018

Prepared by _____ (Name and role (Clerk/RFO etc))

Date _____

Approved by _____ (Name and role (RFO/Chair of Finance etc))

Date _____

Balance per bank statements as at 31 March 2018

	£	£
Current account	£ 2,084.64	
Business Reserve Account	£ 28,369.73	
Petty cash balance	n/a	£ 30,454.37
Less: any un-presented cheques at 31 March 2018	n/a	£0.00
Add any unbanked cash at 31 March	n/a	
Net bank balances as at 31 March 2018		£30,454.37

The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows

CASH BOOK

Opening Balance - current a/c	£ 3,014.91
Opening Balance - business reserve a/c	£ 21,128.00
Add: Receipts in the year - current a/c	£ 923.72
Add: Receipts in the year - Business Reserve a/c	£ 21,241.73
Less: Payments in the year	-£ 15,853.99

Closing balance per cash book [receipts and payments book] as at 31 March 2018

(must equal net bank balances above)

£30,454.37