

Bank reconciliation – pro forma

Name of smaller authority: NASH MILLS PARISH COUNCIL

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

Financial year ending 31 March 2018

Prepared by Linda Sutton (Parish Clerk/RFO)

Date 24th April 2018

Balance per bank statements as at 31 March 2018:	£	£
Nat West Current Account	1,332.67	
Nat West Reserve Account	2,205.08	
Nat West Treasury Account	110,212.38	
Lloyds Online Treasury Bank Account	8,534.35	
	<u>122,284.48</u>	
Petty cash float (if applicable)	0.00	
Less: any un-presented cheques at 31 March 2018 Current Account:		
Lloyds online payments		
Dacorum Borough Council - garage rental	(63.12)	
John Lee - Competition Winner	(10.00)	
Linda Sutton – Anti Virus Software (Norton)	(29.99)	
A. Clutson – Magazine Delivery	(85.00)	
Sarum Graphics – Printer (Spring Magazine)	(281.00)	
P. Fleming – Word Press (Works to website)	(450.00)	
	<u>919.11</u>	
Add: any un-banked cash at 31 March 2018	0.00	
		<u>121,365.37</u>
Net balances as at 31 March 2018 (Box 8)		
Rounded figure to nearest pound		<u>121,365</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)	121,522.57
Add: Receipts in the year	37,941.44
Less: Payments in the year	(38,098.64)
Closing balance per cash book [receipts and payments book] as at 31 March 2018 (must equal net balances above – Box 8)	<u>121,365</u>

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