

## Bank reconciliation – pro forma

Name of smaller authority: MIDDLEZOY PARISH COUNCIL

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

### Financial year ending 31 March 2018

Prepared by CHRIS SIDAWAY - CLERK (Name and role)  
AND RESPONSIBLE FINANCIAL OFFICER

Date 8/9/18

Balance per bank statements as at 31 March 2018:

£	£
5732.40	
<u>9001.44</u>	

Petty cash float (if applicable)

N/A

Less: any un-presented cheques at 31 March 2018

£ 140.39

Add: any un-banked cash at 31 March 2018

NONE

Net balances as at 31 March 2018 (Box 8)

£ 14,733

***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)

£ 12,778

Add: Receipts in the year

£ 13,185

Less: Payments in the year

£ 11,230

Closing balance per cash book [receipts and payments book] as at 31 March 2018 (must equal net balances above – Box 8)

14,733

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