

Bank reconciliation

Insert name of smaller authority: Hastingleigh Parish Council

Financial year ending 31 March 2017

Prepared by Tracey Block RFO and Clerk _____ (Name and role)

Date 03/04/17

Balance per bank statements as at 31 March 2017:		
Current Account	£	£
	5822.84	
Petty cash float (if applicable)		
Less: any un-presented cheques at 31 March 2017	0	
Add: any un-banked cash at 31 March 2017	0	
	5822.84	5822.84
Net balances as at 31 March 2017 (Box 8)		

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

CASH BOOK:

Opening Balance 1 April 2016 (Prior year Box 8)	5653
Add: Receipts in the year	3693
Less: Payments in the year	3523
Closing balance per cash book [receipts and payments book] as at 31 March 2017 (must equal net balances above – Box 8)	5823