

## Bank reconciliation – pro forma

Name of smaller authority: ALLEN SMORE PARISH COUNCIL

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

Financial year ending 31 March 2019

Prepared by ALISON WRIGHT CLERK (Name and role)

Date 5/5/19

Balance per bank statements as at 31 March 2019:

£                      £

8479.08

Petty cash float (if applicable)

0.00

Less: any unpresented cheques at 31 March 2019

1601.01

6878.07

Add: any un-banked cash at 31 March 2019

0.00

Net balances as at 31 March 2019 (Box 8)

6878.07

*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)

3547.95

Add: Receipts in the year

10887.00

Less: Payments in the year

7556.88

Closing balance per cash book [receipts and payments book] as at 31 March 2019 (must equal net balances above – Box 8)

6878.07

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