

## Bank reconciliation

Name of smaller authority: \_\_\_\_ Bishop Burton Parish Council \_\_\_\_\_

County area (local councils and parish meetings only): East Riding of Yorkshire Council \_\_\_\_\_

### Financial year ending 31 March 2018

Prepared by \_\_\_\_ Margaret Hebb (Clerk) \_\_\_\_\_ (Name and role)

Date \_\_\_\_ 27 April 2018 \_\_\_\_\_

Balance per bank statements as at 31 March 2018:	£	£
Current account	31,496.82	
Fireworks account	1,370.64	
	<hr/>	32,867.46
Petty cash float (if applicable) – n/a		
Less: any un-presented cheques at 31 March 2018		
Clerk -overtime and expenses (chq 101535)	(370.96)	
ERNLLCA -course fee (chq 101536)	(22.50)	
CPRE – annual subs (chq 101537)	(36.00)	
M.Gray – pond clearance, grass cutting etc (chq 101538)	(2479.20)	
	<hr/>	2908.66
Add: any un-banked cash at 31 March 2018		0.00
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Net balances as at 31 March 2018 (Box 8)		<u>29958.80</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)	25,867.19
Add: Receipts in the year	22,938.28
Less: Payments in the year	18,846.67
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Closing balance per cash book [receipts and payments book] as at 31 March 2018 (must equal net balances above – Box 8)	<u>29,958.80</u>

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