

## Bank reconciliation – pro forma

Name of smaller authority: **Ramsden Crays Parish Council**

County area (local councils and parish meetings only): **Basildon Borough Council**

### Financial year ending 31 March 2018

Prepared by Georgina Bassett – Ramsden Crays Parish Clerk – Responsible Financial Officer

Date: 21<sup>st</sup> May, 2018

Balance per bank statements as at 31 March 2018:	£	£
		<u>10,867.63</u>
Petty cash float (if applicable)		
Less: any un-presented cheques at 31 March 2018		
100219 – Wel Medical Ltd		
		<u>1,639.50</u>
Add: any un-banked cash at 31 March 2018		
N/A		
		<hr/>
Net balances as at 31 March 2018 (Box 8)		<u>9,228.13</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)	8,949.10
Add: Receipts in the year	11,645.92
Less: Payments in the year	11,366.89
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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>9,228.13</u>