

## Bank reconciliation

Name of smaller authority: HENLEY PARISH COUNCIL

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

### Financial year ending 31 March 2018

Prepared by Rod Caird, Clerk, Henley Parish Council

Date May 8, 2018

Balance per bank statements as at 31 March 2018:		
Current	£	£
Savings	6,573.25	
	11,463.24	
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Petty cash float (if applicable)	00.00	
Less: any un-presented cheques at 31 March 2018	25.80	
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Add: any un-banked cash at 31 March 2018	00.00	
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Net balances as at 31 March 2018 (Box 8)		<u>18,010.69</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)	11,189.71	
Add: Receipts in the year	17,177.25	
Less: Payments in the year	10,356.27	
Closing balance per cash book [receipts and payments book] as at 31 March 2018 (must equal net balances above – Box 8)		<u>18,010.69</u>

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