

## Bank reconciliation 2018-19

BANK RECONCILIATION		FINANCIAL YEAR ENDING 31 MARCH 2019		
<b>Authority name and reference</b>		Burton Overy Parish Council, Leicestershire		
Prepared by:	Name	Kate Barker	Date:	17.04.17
	Role	Clerk & RFO		
Approved by:	Name	Kate Barker	Date:	15.05.17
	Role	Clerk & RFO		
<b>Balance per bank statements as at 31 March 2019</b>		<b>£</b>		<b>TOTAL £</b>
List balances on all bank accounts plus petty cash floats at 31 March 2019:				
Current a/c (Treasurers)		1547.05		
Bus Instant Access a/c		5595.30		
				7142.35
<b>Less:</b> any un-presented cheques at 31 March 2019: (normally only current account. List date, cheque number & value. Use separate list if needed )				
Current a/c – 28.03.19 – chq. 651		9		
				9
<b>Add</b> any unbanked cash at 31 March 2018: (List date & amount received)				
				0
<b>TOTAL - NET BANK BALANCES AS AT 31 MARCH 2019</b>				<b>7133.35</b>

<i>The net balances reconcile to the Cash Book for the year, as follows:</i>	
<b>CASH BOOK (receipts and payments/income &amp; expenditure schedules)</b>	<b>£</b>
Opening Balance:	1221.77+4440.13=5661.90
Add: Receipts in the year:	9146.00+1155.17=10301.17
Less: Payments in the year:	8468.72+361=8829.72
<b>CLOSING BALANCE PER CASH BOOK @ 31 MARCH 2019</b>	<b>7135.35</b>
<b>Must equal total net bank balances above and Section 2, Box 8</b>	