

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It should be prepared on a receipts and payments basis. Please complete the highlighted boxes, remembering that un-presented cheques should be entered as negative figures.

Name of smaller authority:

Ingelby Arncliffe Parish Council;

County area (local councils and parish meetings only):

Financial year ending 31 March 2023

Prepared by (Name and Role):

Clive Walley Parish Councillor and Temp. RFO

Date:

23/5/2023

Balance per bank statements as at 31/3/23:

	£	£
Current Account	1,552.3	
Deposit Account	8,110.3	
account 3		
account 4		
[add more accounts if necessary] account 5		
account 6		
account 7		
account 8		
		9,662.7

Petty cash float (if applicable)

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Less: any un-presented cheques as at 31/3/23 (enter these as negative numbers)

	387	(110.40)
	388	(889.45)
item 3		
item 4		
[add more lines if necessary] item 5		
item 6		
item 7		
item 8		
		(999.85)

Add: any un-banked cash as at 31/3/23

		<u>8,662.8</u>

Net balances as at 31/3/23 (Box 8)