

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 unrepresented cheques entered as negative figures.

Name of smaller authority: BRINKLEY PARISH COUNCIL

County area (local councils and parish meetings only):

Financial year ending 31 March 2019

Prepared by (Name and Role): HAYLEY LIVERMORE

Date: 12/05/2019

Balance per bank statements as at 31/3/19:

- account 1
- account 2
- account 3
- account 4
- [add more accounts if necessary] account 5
- account 6
- account 7
- account 8

	£	£
	6,881.29	
	16314.92	

		Total: 23196.26

Petty cash float (if applicable) -

Less: any unrepresented cheques as at 31/3/19 (enter these as negative numbers)

- item 1
- item 2
- item 3
- item 4
- [add more lines if necessary] item 5
- item 6
- item 7
- item 8

Add: any un-banked cash as at 31/3/19

Net balances as at 31/3/19 (Box 9)

23196.26