

Bank Reconciliation

Schedule B

BANK RECONCILIATION		FINANCIAL YEAR ENDING 31 MARCH 2017	
Authority name & reference	SWANWICK PARISH COUNCIL DBY228i		
Prepared by: Name Role (Clerk/RFO etc)	GEORGE SOUDAH (Clerk/ RFO)	Date:	18/04/2017
Approved by: Name Role (RFO/Chair etc)	BRENDA PAYNE (Vice chair)	Date:	20/04/2017
Balance per Bank Statements as at 31 March 2017			
List balances on all bank accounts plus petty cash floats at 31 March 2017		£	TOTAL £
Current Account		72793.88	72593.88
TOTAL			72593.88
Less: any un-presented cheques at 31 March 2017. (Normally only current account. List cheque number & value. Use separate sheet if needed)			
3657	740.13	740.13	
3665	1244.70	1244.70	
3666	302.88	302.88	
TOTAL			2287.71
Add any unbanked cash at 31 March 2017 (List date & amount received)			
			NIL
TOTAL –NET BANK BALANCES AS AT 31 MARCH 2017			70306.17

The net balances reconcile to the Cash Book for the year as follows (rounded to nearest £):

CASH BOOK (receipts & payments/ income & expenditure schedules)	£
Opening Balance:	413745
ADD: Receipts in the year	274234
LESS: Payments in the year	617673
CLOSING BALANCE PER CASH BOOK AY 31 MARCH 2017	70306
Must equal total net bank balances above and Section 2, Box 8 Annual Return	