

PBank reconciliation – pro forma

Name of smaller authority **INKPEN PARISH COUNCIL**
County Area **BERKSHIRE**
Financial year ending 31 March 2021

Prepared by: **GLORIA KEENE (Clerk to Inkpen Parish Council/RFO)**
Date: **31.5.21**

Balance per bank statements as at 31 March 2021

| | | |
|---|-----------|-------------------|
| | £ | £ |
| Current Account | 11,098.69 | |
| Reserve Account | 5,059.86 | |
| | | <u>£16,158.55</u> |
| Petty cash float (if applicable) | NIL | |
| Less any un-presented cheques at 31 March 2021 | | |

| Cheque No. | £ | |
|------------|----------|-----------|
| 1243 | (45.00) | |
| 1321 | (525.00) | |
| 1324 | (36.00) | |
| 1328 | (189.98) | |
| 1329 | (301.20) | |
| 1330 | (75.00) | |
| 1331 | (525.00) | |
| | | £1,697.18 |

Add any un-banked cash at 31 March 2021

NIL

Net balances as at 31 March 2021 (Box 8)

£ 14,461.37

The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows:

CASH BOOK:

| | | |
|------------------------------|------------|-------------------|
| Opening Balance 1 April 2020 | £12,418.86 | |
| Add: Receipts in the year | £14,002.05 | |
| Less: payments in the year | £11,959.54 | |
| | | <u>£14,461.37</u> |

Closing Balance as per cash book (receipts and payments book) as at 31 March 2021 (must equal net balances above – Box 8)

Gloria Keene
Clerk to Inkpen Parish Council

