

BANK RECONCILIATION FINANCIAL YEAR ENDING 31 MARCH 2017		
Authority name and reference		Teignbridge Parish Council DVN364
Prepared by: Name		Date:
Role (Clerk/RFO etc)		
Approved by: Name		Date:
Role (RFO/Chair etc)		
Balance per bank statements as at 31 March 2017	£	TOTAL £
List balances on all bank accounts plus petty cash floats at 31 March 2017:		
Classic Account	£1,725.71	£1,725.71
Less: any un-presented cheques at 31 March 2017: (normally only current account. List date, cheque number & value. Use separate list if needed)		
Grounds & Gardens Horticultural Services	£55.00	
Teigngrance Land Charity	£145.60	£200.60
Add any unbanked cash at 31 March 2017: (List date & amount received)		
TOTAL - NET BANK BALANCES AS AT 31 MARCH 2017		£1,525.11

<i>The net balances reconcile to the Cash Book for the year, as follows:</i>	
CASH BOOK (receipts and payments/income & expenditure schedules)	£
Opening Balance:	£2,739.69
Add: Receipts in the year:	£2,564.01
Less: Payments in the year:	£3,778.59
CLOSING BALANCE PER CASH BOOK @ 31 MARCH 2017	£1,525.11
Must equal total net bank balances above and Section 2, Box 8	