

Bank reconciliation – pro forma

Kirkburn Parish Council

Financial year ending 31 March 2020

Prepared by:- D.Wilkes (Responsible Financial Officer – Internal Officer)

Date: 29th April 2020

Balance as per bank statements as at 31 March 2020:	£	2760.00
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Petty cash float (if applicable): Not applicable		0.00
Less: any un-presented cheques at 31 March 2020		0.00
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Total	£	(0.00)
Add: any un-banked cash at 31 March 2020		0.00
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Net balances as at 31 March 2020	£	2760.00
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The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows:

CASH BOOK:

Opening balance	£	2331.00
Add: Receipts in the year	£	5388.00
Less: Payments in the year	£	(4959.00)
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Closing balance per cash book [receipts and payments book] as at 31 March 2020 (must equal net balances above)	£	2760.00
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Kirkburn Parish Council

Receipts and Payments for the year ended 31 March 2020

2019			2020
	RECEIPTS		
£			£
3945.00	Precept	Precept	4530.00
1045.00	VAT Repayment	VAT Repayment	858.00
<u>4990.00</u>			<u>5388.00</u>
	PAYMENTS		
4577.00	Administration		3317.00
1100.00	Grants and donations		1100.00
858.00	VAT		542.00
<u>6535.00</u>			<u>4959.00</u>

RECEIPTS AND PAYMENTS SUMMARY

Balance brought forward 1 April 2019	2331.00
Add total receipts as above	5388.00
Less total payments as above	-4959.00
Balance carried forward 31 March 2020	<u>2760.00</u>

The funds at 31 March 2020 were held in a current account at Yorkshire Bank.
They are allocated for General purposes.

Signed: _____

Philip Ashcroft – Chair and Acting Clerk
Smithy Cottage
Main Street
Kirkburn
Driffield