

Hoton Parish Council

Bank Reconciliation YEAR END 1st Apr 2017-31st Mar 2018

1	CASHBOOK	
	Cash in hand as cash book at 01/04/17	
	Current account	£60.00
	Reserve account	£13,709.73
	Unpresented cheques	£305.00
	Sub total	£13,464.73
	<i>Add</i>	
	Receipts (cash book) 01/04/17-31/03/18	£13,822.09
	Sub total	£27,286.82
	<i>Less</i>	
	Payments (cash book) 01/04/17-31/03/18	£11,460.00
A	Cash in hand as cash book at 31/03/18	£15,826.82

2	BANK STATEMENTS	
	Cash in hand as cash book at 31/03/18	
	Current account	£60.00
	Reserve account	£16,876.82
	Sub total	£16,936.82
	<i>Less</i>	
	Unpresented cheques	£1,110.00
	Sub total	£15,826.82
	<i>Add</i>	
	Receipts in cash book not banked at 31/03/18	£0.00
B	Adjusted bank balance at 31/03/18	£15,826.82

Note: A must equal B

Prepared by Clare Blain, Clerk to Hoton Parish Council

Approved by Cllr W Cassell, Chairman of Hoton Parish Council

Signed _____

Date _____