Bank reconciliation – pro forma

Kirkburn Parish Council

Financial year ending 31 March 2022

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

Date: 2nd May 2022

Balance as per bank statements as at 31 March 2022:	£	6488.00
Petty cash float (if applicable): Not applicable		0.00
Less: any unpresented cheques at 31 March 2022		9.00
Total	£	(9.00)
Add: any un-banked cash at 31 March 2022		0.00
Net balances as at 31 March 2022	£	6479.00

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

CASH BOOK:

Opening balance	£	2032.00
Add: Receipts in the year	£	6812.00
Less: Payments in the year	£	(2365.00)
Closing balance per cash book [receipts and payments book] as at 31 March 2022 (must equal net balances above)	£	6479.00

Kirkburn Parish Council

Receipts and Payments for the year ended 31 March 2022

2021			2022
	RECEIPTS		
£			£
5200.00	Precept	Precept	5980.00
542.00	VAT Repayment	VAT Repayment	810.00
		BT overcharge repayment	22.00
5742.00			6812.00
	PAYMENTS		
4310.00	Administration		1049.00
1350.00	Grants and donations		1200.00
810.00	VAT		116.00
6470.00			2365.00

RECEIPTS AND PAYMENTS SUMMARY

Balance brought forward 1 April 2021	2032.00
Add total receipts as above	6812.00
Less total payments as above	-2365.00
Balance carried forward 31 March 2022	6479.00

The funds at 31 March 2022 were held in a current account at Virgin Money.
They are allocated for General purposes.

Signed:

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