Bank reconciliation – pro forma

Kirkburn Parish Council

Financial year ending 31 March 2024

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

Date: 10th May 2024

Balance as per bank statements as at 31 March 2024:	£	6186.00
Petty cash float (if applicable): Not applicable		0.00
Less: any unpresented cheques at 31 March 2024		99.00
Total	£	(99.00)
Add: any un-banked cash at 31 March 2024		0.00
Net balances as at 31 March 2024	£	6087.00

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

CASH BOOK:

Opening balance	£	5829.00
Add: Receipts in the year	£	7748.00
Less: Payments in the year	£	(7490.00)
Closing balance per cash book [receipts and payments book] as at 31 March 2024 (must equal net balances above)	£	6087.00

Kirkburn Parish Council

Receipts and Payments for the year ended 31 March 2024

2022/23			2023/24
	RECEIPTS		
£			£
6890.00	Precept	Precept	6720.00
116.00	VAT Repayment	VAT Repayment	1028.00
500.00	Queen's Jubilee Grant		
7506.00			7748.00
	PAYMENTS		
5874.00	Administration		6177.00
1250.00	Grants and donations		800.00
1032.00	VAT		513.00
8156.00			7490.00

RECEIPTS AND PAYMENTS SUMMARY

Balance brought forward 1 April 2023	5829.00
Add total receipts as above	7748.00
Less total payments as above	-7490.00
Balance carried forward 31 March 2024	6087.00

The funds at 31 March 2024 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