

Bank reconciliation – pro formaName of smaller authority: CHARFIELD PARISH COUNCIL – AV0021County area (local councils and parish meetings only): SOUTH GLOUCESTERSHIRE**Financial year ending 31 March 2018**Prepared by PAULA EVANS – Clerk & RFO (Name and role)Date 11th June 2018

Balance per bank statements as at 31 March 2018:	£	£
Current Account	3,275	
Business Reserve (1)	14,359	
Business Reserve (2)	<u>73,756</u>	
		91,390
Petty cash float (if applicable)	0	
Less: any un-presented cheques at 31 March 2018		
Unpresented Cheques (see attached)	7,090	
Less Written Back Cheques (lost/not presented from 2016/17)	617	
	<u> </u>	83,683
Add: any un-banked cash at 31 March 2018	0	
	<u> </u>	
Net balances as at 31 March 2018 (Box 8)		<u>83,683</u>

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

Opening Balance 1 April 2017 (Prior year Box 8)	61,331
Add: Receipts in the year	66,159
Less: Payments in the year	43,807
Closing balance per cash book [receipts and payments book] as at 31 March 2018 (must equal net balances above – Box 8)	<u>83,683</u>

Charfield Parish Council – Annual Return 2017/18 – AV0021

13-Feb-18	2812	HMRC	Tax & NI	Clerk's Salary/PAYE	126.57		126.57
13-Feb-18	2814	KLH Landscaping	Extra Grass Cuts	Open Spaces (PC Contractor)	173.00		173.00
13-Feb-18	2814	KLH Landscaping	Bin Fitting	Playing Field Expenses	95.00		95.00
13-Feb-18	2815	ALCA	Membership Renewal	Administration	452.69		452.69
13-Feb-18	2816	Memorial Hall	Room Hire	Accommodation	35.00		35.00
13-Feb-18	2816	Memorial Hall	Litter Pick	Playing Field Expenses	100.00		100.00
13-Feb-18	2817	GB Sport & Leisure	Litter Bin	Repairs & Renewals Contingency	438.60	87.72	526.32
13-Feb-18	2818	Mr. M. Rosher	CNP & BG Domain Name	Burial Ground	13.61		13.61
13-Feb-18	2818	Mr. M. Rosher	CNP Domain Name	Neighbourhood Plan	13.99		13.99
29-Mar-18	2819	Good Directions Ltd	CuGuC planter	Playing Field Expenses	500.00	100.00	600.00
29-Mar-18	2820	Youth & Community Services	Youth Club Provision	Youth Group	2,919.00		2,919.00
29-Mar-18	2821	KLH Landscaping	Grounds Maintenance	Burial Ground	1,000.00		1,000.00
29-Mar-18	2821	KLH Landscaping	Grounds Maintenance	Playing Field Expenses	1,035.00		1,035.00
	2673	M. Rosher	2016/17 cheque not presented	Travel Expenses	18.00		18.00
	2675	HMRC	2016/17 cheque not presented	Clerk's Salary/PAYE	219.14		219.14
	2700	HMRC	2016/17 cheque not presented	Clerk's Salary/PAYE	118.00		118.00
	2714	HMRC	2016/17 cheque not presented	Clerk's Salary/PAYE	262.19		262.19