

Bank reconciliation – pro forma

Kirkburn Parish Council

Financial year ending 31 March 2025

Prepared by:- C. Addy (Responsible Financial Officer – Internal Officer)

Date: 28th April 2025

Balance as per bank statements as at 31 March 2025:	£	4193.00
Petty cash float (if applicable): Not applicable		0.00
Less: any unpresented cheques at 31 March 2025		47.00
Total	£	(47.00)
Add: any un-banked cash at 31 March 2025		0.00
Net balances as at 31 March 2025	£	4146.00

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

CASH BOOK:

Opening balance	£	6086.00
Add: Receipts in the year	£	7923.00
Less: Payments in the year	£	(9863.00)
Closing balance per cash book [receipts and payments book] as at 31 March 2025 (must equal net balances above)	£	4146.00

Kirkburn Parish Council

Receipts and Payments for the year ended 31 March 2025

2023/24

2024/25

RECEIPTS

£		£	
6720.00	Precept	Precept	7923.00
1028.00	VAT Repayment		
<hr/> 7748.00		<hr/> 7923.00	

PAYMENTS

6177.00	Administration	5468.00
800.00	Grants and donations	3850.00
513.00	VAT	545.00
<hr/> 7490.00		<hr/> 9863.00

RECEIPTS AND PAYMENTS SUMMARY

Balance brought forward 1 April 2024	6086.00
Add total receipts as above	7923.00
Less total payments as above	-9863.00
Balance carried forward 31 March 2025	<hr/> 4146.00

The funds at 31 March 2025 were held in a current account at Virgin Money.
They are allocated for General purposes.

Signed:



Caroline Addy – Clerk and Responsible Financial Officer
2 Orchard Court
Market Weighton
East Yorkshire
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