

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree to Box 8 in the column headed "Year ending 31 March 20xx" in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are prepared on a receipts and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as negative figures.

Name of smaller authority:

County area (local councils and parish meetings only):

Financial year ending 31 March 2020

Prepared by (Name and Role):

Date: 14/05/21

	£	£
Balance per bank statements as at 31/3/21:		
Treasurers Account (01080024)	2429.97	
Bus Instant Acc (00100811)	15290.04	
River Trout Account	9299.65	
	<hr/>	27019.66
Petty cash float (N/A)		-
Less: any unpresented cheques as at 31/3/20		
These accounts were not completed by the previous clerk and as such I do not have figures for any outstanding cheques on the 31/03/2020 as I only took up the post on the 04/01/21		
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Net balances as at 31/3/20 (Box 8)		<hr/> <hr/> 27019.66