

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 "Year ending 31 March 2021" in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are prepared on a receipts and p complete the highlighted boxes, remembering that un-presented cheques should be entered as negative figures.

Name of smaller authority:

County area (local councils and parish meetings only):

Financial year ending 31 March 2021

Prepared by (Name and Role):

Date: 22/04/2021

	£	£
Balance per bank statements as at 31/3/21:		
Current Account	<u>15,343.50</u>	15,343.50
	-	-
Less: any un-presented cheques as at 31/3/xx (enter these as negative numbers)		
100531	(203.94)	
100532	(1,050.00)	
100533	(79.90)	
	<u> </u>	(1,333.84)
Add: any un-banked cash as at 31/3/21		
	<u> </u>	-
Net balances as at 31/3/21 (Box 8)		<u><u>14,009.66</u></u>