

## Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** be included 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 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 2021

Prepared by (Name and Role):

Date: 05/04/2021

	£	£
<b>Balance per bank statements as at 31/3/21:</b>		
Santander	<u>14,840.85</u>	14840.85
Petty cash float (if applicable)		0.00
Less: any unpresented cheques as at 31/3/21 <b>(enter these as negative numbers)</b>		
00680	<u>(18.78)</u>	-18.78
Add: any un-banked cash as at 31/3/21		
		<hr/>
		0.00
<b>Net balances as at 31/3/21 (Box 8)</b>		<b><u><u>14822.07</u></u></b>