

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** be 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 the receipts and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered on a negative basis.

Name of smaller authority: **ALLOSTOCK Parish Council**

County area (local councils and parish meetings only):

Financial year ending 31 March 20xx

Prepared by (Name and Role): **Hazel West RPO**

Date: **05/05/2020**

		£	£
Balance per bank statements as at 31/3/xx:			
	account 1	12,389.0	
	account 2		
	account 3		
	account 4		
[add more accounts if necessary]	account 5		
	account 6		
	account 7		
	account 8		
			12,389.0
Petty cash float (if applicable)			
		-	
Less: any unpresented cheques as at 31/3/xx (enter these as negative numbers)			
	item 1	(564.40)	
	item 2	(18.60)	
	item 3		
	item 4		
[add more lines if necessary]	item 5		
	item 6		
	item 7		
	item 8		
			(583.00)
Add: any un-banked cash as at 31/3/xx			
		-	-
			-
Net balances as at 31/3/xx (Box 8)			<u>11,806.0</u>