

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 the debit side.

Name of smaller authority: Allostock Parish Council

County area (local councils and parish meetings only): Cheshire West and Chester

Financial year ending 31 March 20xx

Prepared by (Name and Role): Hazel West Parish Clerk /RFO

Date: 25.04.22

		£	£
Balance per bank statements as at 31.03.22			
account 1		15,720.9	
account 2			
account 3			
account 4			
[add more accounts if necessary] account 5			
account 6			
account 7			
account 8			
 Petty cash float (if applicable)			-
 Less: any unpresented cheques as at 31.03.22			
item 1	770	(32.80)	
item 2			
item 3			
item 4			
[add more lines if necessary] item 5			
item 6			
item 7			
item 8			(32.80)
 Add: any un-banked cash as at 31/3/xx			
 31.03.2022			15,688.1