

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 2019" 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 2019

Prepared by (Name and Role):

Date: 31/03/2019

		£	£
Balance per bank statements as at 31/3/19:			
Nat West Current Account	account 1	920.97	
Community Fund	account 2	306.75	
National Savings	account 3	11,387.48	
	account 4		
[add more accounts if necessary]	account 5		
	account 6		
	account 7		
	account 8		
		<hr/>	12,615.20
Petty cash float (if applicable)			-
Less: any unpresented cheques as at 31/3/19 (enter these as negative numbers)			
	item 1		
	item 2		
	item 3		
	item 4		
[add more lines if necessary]	item 5		
	item 6		
	item 7		
	item 8		
		<hr/>	-
Add: any un-banked cash as at 31/3/19			
		<hr/>	-
Net balances as at 31/3/19 (Box 8)			<u>12,615.20</u>