

## Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. in the column headed “Year ending 31 March 20xx” in Section 2 of the AGAR – and will also agree to Box 7 where the prepared on a receipts and payments basis. Please complete the highlighted boxes, remembering that un-presented entered as negative figures.

Name of smaller authority: Brampton Ash Parish Council

County area (local councils and parish meetings only): North Northants

### Financial year ending 31 March 20xx

Prepared by (Name and Role): E Evans, Clerk & RFO

Date: xx/xx/xxx

	£	£
<b>Balance per bank statements as at 31/3/xx:</b>		
account 1	3430.58	
account 2		
account 3		
account 4		
[add more accounts if necessary] account 5		
account 6		
account 7		
account 8		3430.58
 Petty cash float (if applicable)		0.00
 Less: any un-presented cheques as at 31/3/xx <b>(enter these as negative numbers)</b>		
item 1		
item 2		
item 3		
item 4		
[add more lines if necessary] item 5		
item 6		
item 7		
item 8		0.00
 Add: any un-banked cash as at 31/3/xx		
<span style="border: 1px solid black; background-color: yellow; display: inline-block; width: 100px; height: 20px;"></span>		
		0.00
 <b>Net balances as at 31/3/xx (Box 8)</b>		<b><u>3430.58</u></b>