

Bank reconciliation – pro forma

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

Name of smaller authority: **STISTED PARISH COUNCIL**

County area (local councils and parish meetings only): **ESSEX**

Financial year ending 31 March 20xx

Prepared by (Name and Role): **MRS MELANIE WHITESIDE - RFO**

Date: **08/04/21**

	£	£
Balance per bank statements as at 31/3/21:		
Current	16529.47	
Deposit	3726.40	
		20255.87
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/21 (enter these as negative numbers)		
EALC	(216.00)	
		(216.00)
Add: any un-banked cash as at 31/3/21		
		-
Net balances as at 31/3/21 (Box 8)		<u><u>20039.87</u></u>