

## Bank reconciliation – pro forma

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

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 - CLERK/RFO

Date:

14/04/2022

	£	£
<b>Balance per bank statements as at 31/3/22:</b>		
Current	14013	
Deposit	3728	
	<hr/>	17741
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/22 <b>(enter these as negative numbers)</b>		
	<hr/>	-
Add: any un-banked cash as at 31/3/22		
	<hr/>	-
<b>Net balances as at 31/3/22 (Box 8)</b>		<hr/> <hr/> <b>17741</b>