

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 20xx" 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: **Hunsingore Walshford & Cattal Parish Council**

County area (local councils and parish meetings only):

Financial year ending March 2022

Prepared by (Name and Role): **Susan M Bramley RFO**

Date: **6.5.22**

| | | £ | £ |
|--|-------------|----------|----------------|
| Balance per bank statements as at 31/3/xx: | | | |
| | account 1 | 2,540.0 | |
| | account 2 | 897.0 | |
| | account 3 | | |
| | account 4 | | |
| [add more accounts if necessary] | account 5 | | |
| | account 6 | | |
| | account 7 | | |
| | account 8 | | |
| | | | 3,437.0 |
| | Noticeboard | | 1.0 |
| Petty cash float (if applicable) | | | 1.0 |
| Less: any unpresented cheques as at 31/3/xx (enter these as negative numbers) | | | |
| | item 1 | (336.00) | |
| | item 2 | (336.00) | |
| | item 3 | | |
| | item 4 | | |
| [add more lines if necessary] | item 5 | | |
| | item 6 | | |
| | item 7 | | |
| | item 8 | | |
| | | | (672.00) |
| Add: any un-banked cash as at 31/3/xx | | | |
| | | | |
| | | | |
| | | | |
| Net balances as at 31/3/xx (Box 8) | | | 2,766.0 |