

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.

Name of smaller authority:

BOBBING PARISH COUNCIL

County area (local councils and parish meetings only):

KENT

Financial year ending 31 March 20xx 20

Prepared by (Name and Role):

LYNDA FISHER, CLERK

Date:

24.04.2020

	£	£
Balance per bank statements as at 31 31/03/2020		
account 1	81,684.2	
account 2	31,193.4	
account 3		
account 4		
[add more accounts if necessary]		
account 5		
account 6		
account 7		
account 8		
		112,877.6
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31 31/03/2020		
item 1	(21.93)	
item 2	(30.00)	
item 3	(200.00)	
item 4		
[add more lines if necessary]		
item 5		
item 6		
item 7		
item 8		
		(251.93)
Add: any un-banked cash as at 31/3/xx 20		
Net balances as at 31/3/20 (Box 8)		112,625.7