

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 c 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 highlighted boxes, remembering that un-presented cheques should be entered as negative figures.

Name of smaller authority: Week St Mary Parish Council

County area (local councils and parish meetings only): Cornwall

Financial year ending 31 March 20xx

Prepared by (Name and Role): Beth Sachs RFO

Date: 07/04/2022

	£	£
Balance per bank statements as at 31/3/22:		
Current Ac	14,162.3	
Reserve Ac	14,327.0	
account 3		
account 4		
[add more accounts if necessary] account 5		
account 6		
account 7		
account 8		28,489.3
Petty cash float (if applicable)		-
Less: any un-presented cheques as at 31/3/xx (enter these as negative numbers)		
item 1		
item 2		
item 3		
item 4		
[add more lines if necessary] item 5		
item 6		
item 7		
item 8		
Add: any un-banked cash as at 31/3/xx		-
		-
Net balances as at 31/3/22 (Box 8)		28,489.3