

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It should be entered in the column headed "Year ending 31 March 20xx" in Section 2 of the AGAR – and will also agree to Box 7 where the reconciliation is prepared on a receipts and payments basis. Please complete the highlighted boxes, remembering that un-presented cheques should be entered as negative figures.

Name of smaller authority: **Whittington Parish Council**

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

Financial year ending 31 March 20xx

Prepared by (Name and Role): **Gillian Newton Clerk & Responsible Financial Officer**

Date: 22/04/22 **22/04/2022**

| | £ | £ |
|---|---------|-----------------------|
| Balance per bank statements as at 31/3/xx: | | |
| Current Account | 7,544.4 | |
| Bonus Saver Account | 144.0 | |
| [add more accounts if necessary] | | |
| | | 7,688.4 |
| Petty cash float (if applicable) | | - |
| Less: any un-presented cheques as at 31/3/xx (enter these as negative numbers) | | |
| Cheque 632 | (83.38) | |
| [add more lines if necessary] | | |
| | | (83.38) |
| Add: any un-banked cash as at 31/3/xx | | |
| | | - |
| Net balances as at 31/3/xx (Box 8) | | <u>7,605.0</u> |