

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** be 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 on the receipts and payments basis. Please complete the highlighted boxes, remembering that un-presented cheques should be entered on the debit side.

Name of smaller authority: Dodford with Grafton Parish Council

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

Financial year ending 31 March 20xx

Prepared by (Name and Role): Kay Stone, Clerk and RFO to Dodford with Grafton Parish Council

Date: 06/04/2022

	£	£
Balance per bank statements as at 31/3/22:		
Treasurers Account	310.3	
Business Bank Account	<u>17,530.1</u>	
		17,840.4
Petty cash float (if applicable)		-
Less: any un-presented cheques as at 31/3/22 (enter these as negative numbers) item 1	<u> </u>	-
Add: any un-banked cash as at 31/3/22		
		<u> </u>
		-
Net balances as at 31/3/22 (Box 8)		<u><u>17,840.4</u></u>