

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 "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 payn complete the highlighted boxes, remembering that un-presented cheques should be entered as negative figures.

Name of smaller authority:

Grimley Parish Council

County area (local councils and parish meetings only):

Worcestershire

Financial year ending 31 March 20xx

Prepared by (Name and Role):

Mrs Lisa Stevens, Parish Clerk and RFO

Date:

04/05/2021

		£	£
Balance per bank statements as at 31/3/21:			
Treasurers Current Account	account 1	10,462.2	
Business Bank Instant - (Savings Account)	account 2	19,587.4	
			30,049.7
Petty cash float (if applicable)		nil	-
Less: any un-presented cheques as at 31/3/21 (enter these as negative numbers)			
	item 1	nil	
			-
Add: any un-banked cash as at 31/3/21		nil	
			-
Net balances as at 31/3/2021 (Box 8)			<u>30,049.7</u>