

## 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 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 receipts and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as negative figures.

Name of smaller authority:

County area (local councils and parish meetings only):

### Financial year ending 31 March 2021

Prepared by (Name and Role):

Date: 12/05/2021

	£	£
<b>Balance per bank statements as at 31/3/21:</b>		
Natwest Current Account	1,340.42	
Unity Bank Current Account	38,402.57	
Business Reserve Account	146,336.13	
Capital Reserve Account	<hr/>	186,079.12
Petty cash float (if applicable)		8.76
Less: any unpresented cheques as at 31/3/21 <b>(enter these as negative numbers)</b>	<hr/> -	-
Add: any un-banked cash as at 31/3/21	<hr/> -	-
<b>Net balances as at 31/3/21 (Box 8)</b>		<hr/> <hr/> <b>186,087.88</b>