

## 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 2020" 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 2020

Prepared by (Name and Role):

Date: 17/04/2020

	£	£
<b>Balance per bank statements as at 31/3/20:</b>		
Current	7,118.63	
Instant Access	<u>17,616.74</u>	
		24,735.37
<b>Less: any unpresented cheques as at 31/3/20 (enter these as negative numbers)</b>		
Chq 124	(100.00)	
Chq 131	(78.24)	
Chq 133	<u>(100.00)</u>	
		(278.24)
<b>Net balances as at 31/3/20 (Box 8)</b>		<u><u>24,457.13</u></u>