

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 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 receipt basis. Please complete the highlighted boxes, remembering that un-presented cheques should be entered as negative figures.

Name of smaller authority: ASHCHURCH RURAL PARISH COUNCIL

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

Financial year ending 31 March 20xx

Prepared by (Name and Role): PAULINE CLARKE RFO

Date: 12/04/2021

	£	£
Balance per bank statements as at 31/3/xx:		
18784642	-4.91	
20397858	33500.52	
20412788	35137.14	
[add more accounts if necessary]		
account 4		
account 5		
account 6		
account 7		
account 8		
		68632.75
Petty cash float (if applicable)		-
Less: any un-presented cheques as at 31/3/xx (enter these as negative numbers)		
item 1		
item 2		
item 3		
item 4		
[add more lines if necessary]		
item 5		
item 6		
item 7		
item 8		
Add: any un-banked cash as at 31/3/xx		
		-
Net balances as at 31/03/2021(Box 8)		68632.75