

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree column headed "Year ending 31 March 2019" in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are prepared on a credit and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as negative numbers.

Name of smaller authority:

County area (local councils and parish meetings only):

Financial year ending 31 March 2019

Prepared by (Name and Role):

Date:

	£	£
Balance per bank statements as at 31/3/19:		
Deposit	15,515.66	
Current	<u>5,036.90</u>	
		20,552.56
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/19 (enter these as negative numbers)		
238	(100.00)	
240	(50.00)	
241	(147.00)	
242	(100.00)	
243	(400.00)	
244	(3,572.15)	
245	<u>(142.29)</u>	
		(4,511.44)
Add: any un-banked cash as at 31/3/19		
		<u>16,041.12</u>
Net balances as at 31/3/19 (Box 8)		<u>16,041.12</u>