

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 2022” 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 un-presented cheques should be entered as negative figures.

Name of smaller authority:

County area (local councils and parish meetings only):

Financial year ending 31 March 2022

Prepared by (Name and Role):

Date: 16 06 22

| | £ | £ |
|---|----------|--------------------------------|
| Balance per bank statements as at 31/3/22: | | |
| Treasurers Account | 6,997.31 | |
| Business Bank Account | 6,065.87 | |
| | ————— | 13,063.18 |
| Petty cash float (if applicable) | | - |
| Less: any un-presented cheques as at 31/3/22 (enter these as negative numbers) | | |
| | ————— | - |
| Add: any un-banked cash as at 31/3/22 | | |
| | ————— | - |
| Net balances as at 31/3/22 (Box 8) | | <u><u>13,063.18</u></u> |