

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree 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 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 2019

Prepared by (Name and Role):

Date: 19/04/2019

	£	£
Balance per bank statements as at 31/3/19:		
Current Account	2,482.00	
Reserve Account	<u>7,938.00</u>	
		10,420.00
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/19 (enter these as negative numbers)		
979	(68.00)	
982	(68.00)	
984	(100.00)	
985	<u>(200.00)</u>	
		(436.00)
Add: any un-banked cash as at 31/3/19		
		<hr/>
Net balances as at 31/3/19 (Box 8)		<u><u>9,984.00</u></u>