

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 20xx" 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: **Cheswick Green Parish Council**

County area (local councils and parish meetings only): **West Midlands**

Financial year ending 31 March 20xx

Prepared by (Name and Role): **Marie Zizzi Clerk/RFO**

Date: **4/9/20**

£ £

Balance per bank statements as at 31/3/2020:		
account 1		44,504.60
account 2		79,270.31
account 3		40,000.00

Petty cash float (if applicable) amounts carried forward y/e 2018 & 19 147.62

Less: any un-presented cheques as at 31/3/2020 (enter these as negative numbers) 163922.53

Add: any un-banked cash as at 31/3/2020
Net balances as at 31/3/2020 (Box 8) 163923.00