

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree with 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 cash and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as negative numbers.

Name of smaller authority: **Moreton Morrell Parish Council**

County area (local councils and parish meetings only): **Stratford on Avon**

Financial year ending 31 March 20xx

Prepared by (Name and Role): **Pamela Routly - Clerk / RFO**

Date: **13/06/2022**

		£	£
Balance per bank statements as at 31/3/xx:			
	HSBC Current	5,046.1	
	Unity Current	38,500.8	
	account 3		
	account 4		
[add more accounts if necessary]	account 5		
	account 6		
	account 7		
	account 8		
			43,547.0
Petty cash float (if applicable)			-
Less: any unpresented cheques as at 31/3/22 (enter these as negative numbers)			
	cheque 200801	(300.00)	
	cheque 300005	(45.00)	
	cheque 300010	(200.00)	
	item 4		
[add more lines if necessary]	item 5		
	item 6		
	item 7		
	item 8		
			(545.00)
Add: any un-banked cash as at 31/3/xx			
Net balances as at 31/3/xx (Box 8)			<u>43,002.0</u>