

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 2019” 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: **Reepham Parish Council**

County area (local councils and parish meetings only):

Financial year ending 31 March 2019

Prepared by (Name and Role): **Brian Wharton. Clerk/PFO**

Date: **xx/xx/2019**

	£	£
Balance per bank statements as at 31/3/19:		
account 1	47,147.4	
account 2	4,203.2	
account 3		
account 4		
[add more accounts if necessary] account 5		
account 6		
account 7		
account 8		
		51,350.6
Petty cash float (if applicable)		175.7
Less: any un-presented cheques as at 31/3/19 (enter these as negative numbers)		
item 1 chk 901	(52.50)	
item 2 chk 905	(249.97)	
item 3		
item 4		
[add more lines if necessary] item 5		
item 6		
item 7		
item 8		
		(302.47)
Add: any un-banked cash as at 31/3/19		
		-
Net balances as at 31/3/19 (Box 8)		51,223.8