

## Bank reconciliation – pro forma

This reconciliation should include all bank and building society accounts, including short term investment accounts. It in the column headed “Year ending 31 March 20xx” in Section 2 of the AGAR – and will also agree to Box 7 where the on a receipts and payments basis. Please complete the highlighted boxes, remembering that un-presented cheques sh negative figures.

Name of smaller authority: Hittisleigh Parish Council

County area (local councils and parish meetings only):

### Financial year ending 31 March 2021

Prepared by (Name and Role): Ruth Curtis, Clerk/RFO

Date: 13/05/2021

	£	£
<b>Balance per bank statements as at 31/3/21:</b>		
[add more accounts if necessary]	account 1	7,334.2
	account 2	
	account 3	
	account 4	
	account 5	
	account 6	
	account 7	
	account 8	
		7,334.2
 Petty cash float (if applicable)		 -
 Less: any un-presented cheques as at 31/3/21 (enter these as negative numbers)		
[add more lines if necessary]	207	(440.00)
	208	(88.00)
	209	(10.00)
	item 4	
	item 5	
	item 6	
	item 7	
	item 8	
		(538.00)
 Add: any un-banked cash as at 31/3/xx		
		-
 <b>Net balances as at 31/3/21 (Box 8)</b>		<b>6,796.2</b>