

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 t “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 paym complete the highlighted boxes, remembering that un-presented cheques should be entered as negative figures.

Name of smaller authority: **Wappenham Parish Council**

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

Financial year ending 31 March 20xx

Prepared by (Name and Role): **Elizabeth Hart**

Date: **08/05/2021**

	£	£
Balance per bank statements as at 31/3/31		
Santander	1,986.24	
National Savings	1,626.85	
		3,613.09
Petty cash float (if applicable)		-
Less: any un-presented cheques as at 31/3/21 (enter these as negative numbers)		
None		-
Add: any un-banked cash as at 31/3/21		
None		-
		-
Net balances as at 31/3/21 (Box 8)		3,613.09