

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** column headed "Year ending 31 March 20xx" in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are receipts and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered in figures.

Name of smaller authority:

BRINDLEY & FADDILEY PARISH COUNCIL

County area (local councils and parish meetings only):

CHESHIRE EAST

Financial year ending 31 March 20xx

Prepared by (Name and Role):

MARK BAILEY - PARISH CLERK/RFO

Date:

17/07/2020

	£	£
Balance per bank statements as at 31/3/20:		
BUSINESS RESERVE ACCOUNT	6,107.6	6,107.6
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/20 (enter these as negative numbers)		
670	(66.50)	
671	(10.50)	
		(77.00)
Add: any un-banked cash as at 31/3/20		
		-
Net balances as at 31/3/20 (Box 8)		6,030.6