

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 on a receipts and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered on the debit side.

Name of smaller authority: Great Budworth Parish Council

County area (local councils and parish meetings only): Cheshire West and Chester

Financial year ending 31 March 20xx

Prepared by (Name and Role): Gill Ayres, Parish Clerk and RFO

Date: 01.04.21

		£	£
Balance per bank statements as at 31/3/21:			
Nat West Current Acc	account 1	25236.96	
Reserve Acc	account 2	2.13	
			25239.09
Petty cash float (if applicable)			-
Less: any unpresented cheques as at 31/3/21 (enter these as negative numbers)			
Chq 938	FoTS	(500.00)	(500.00)
Add: any un-banked cash as at 31/3/21			
Net balances as at 31/3/21 (Box 8)			<u><u>24739.09</u></u>