

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 in figures.

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>