

## Bank reconciliation – pro forma

This reconciliation should include all bank and building society accounts, including short term investment accounts. It must be the column headed "Year ending 31 March 2020" in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are on the receipts and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered on a negative basis.

Name of smaller authority:

CHURCH ASTON PARISH COUNCIL

County area (local councils and parish meetings only):

TELFORD & WREKIN

**Financial year ending 31 March 20xx**

Prepared by (Name and Role):

Michael Atherton Clerk & RFO

Date:

30/04/2020

	£	£
<b>Balance per bank statements as at 31/3/20:</b>		
account 1	9,848.4	
account 2		
account 3		
account 4		
[add more accounts if necessary] account 5		
account 6		
account 7		
account 8		
		9,848.4
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/xx ( <b>enter these as negative numbers</b> )		
300616	(80.20)	
item 2		
item 3		
item 4		
[add more lines if necessary] item 5		
item 6		
item 7		
item 8		
		(80.20)
Add: any un-banked cash as at 31/3/20		
<b>Net balances as at 31/3/20 (Box 8)</b>		<b><u>9,768.2</u></b>