

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree column headed “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 credit and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as negative numbers.

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: **04/04/2021**

		£	£
Balance per bank statements as at 31/3/2021:			
Unity Trust Bank	account 1	13,889.22	
	account 2		
	account 3		
	account 4		
[add more accounts if necessary]	account 5		
	account 6		
	account 7		
	account 8		
			13,889.22
Petty cash float (if applicable)			-
Less: any unpresented cheques as at 31/3/21 (enter these as negative numbers)			
	item 1	0.00	
	item 2		
	item 3		
	item 4		
[add more lines if necessary]	item 5		
	item 6		
	item 7		
	item 8		
			-
Add: any un-banked cash as at 31/3/21		-	
			-
Net balances as at 31/3/21 (Box 8)			<u>13,889.22</u>