

## Bank reconciliation – pro forma

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

Name of smaller authority:

Calne Without Parish Council

County area (local councils and parish meetings only):

Wiltshire

### Financial year ending 31 March 20xx

Prepared by (Name and Role):

Sarah Glen Rclerk/RFO

Date:

12/04/2021

		£	£
<b>Balance per bank statements as at 31/3/xx:</b>			
Lloyds Treasurers Account	account 1	2,138.81	
Lloyds 32 day Savings Account	account 2	62,180.64	
Nationwide 125 day Savings Account	account 3	58,504.48	
Bath Building Society Business Savings	account 4	40,060.33	
[add more accounts if necessary]	account 5		
	account 6		
	account 7		
	account 8		
			162,884.3
Petty cash float (if applicable)			7.5
Less: any unpresented cheques as at 31/3/xx (enter these as negative numbers)			
	item 1		
	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/xx			
			-
<b>Net balances as at 31/3/x21 (Box 8)</b>			<b><u>162,891.8</u></b>