

Bank reconciliation – pro forma

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

Name of smaller authority: **SAMPFORD COURTENAY PARISH COUNCIL**

County area (local councils and parish meetings only): **West Devon**

Financial year ending 31 March 20xx

Prepared by (Name and Role): **MARION PRATT - CLERK**

Date: **04.04.22**

		£	£
Balance per bank statements as at 31/3/22			
Current T1	account 1	1,142.6	
Instant Access	account 2	36,505.4	
			37,648.1
Petty cash float (if applicable)		-	-
Less: any unpresented cheques as at 31/3/xx (enter these as negative numbers)			
	item 1	0.00	
			-
Add: any un-banked cash as at 31/3/xx		-	
			-
Net balances as at 31/3/xx (Box 8)			<u>37,648.1</u>