

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 credit and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as

Name of smaller authority: **COSTOCK PARISH COUNCIL**

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

Financial year ending 31 March 20xx

Prepared by (Name and Role): **MIKE ELLIOTT - CLERK**

Date: **31/03/2020**

| | | £ | £ |
|---|-----------|----------|------------------------|
| Balance per bank statements as at 31/3/20: | | | |
| Current account | account 1 | 39,366.0 | |
| Nature Reserve Fund | account 2 | 5,621.0 | |
| | account 3 | | |
| | account 4 | | |
| [add more accounts if necessary] | account 5 | | |
| | account 6 | | |
| | account 7 | | |
| | account 8 | | |
| | | | 44,987.0 |
| Petty cash float (if applicable) - | | | |
| 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 | | | |
| | | | |
| | | | - |
| Net balances as at 31/3/20 (Box 8) | | | <u>44,987.0</u> |