

## 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 receipts and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered in figures.

Name of smaller authority:

Litton Cheney Parish Council

County area (local councils and parish meetings only):

Dorset

### Financial year ending 31 March 2020

Prepared by (Name and Role):

Maggie Walsh Parish Clerk and RFO

Date:

14/04/2020

	£	£
<b>Balance per bank statements as at 31/3/20:</b>		
account 1	10,841.04	
account 2	2,546.57	
account 3		
account 4		
[add more accounts if necessary]		
account 5		
account 6		
account 7		
account 8		
		13,387.61
Petty cash float (if applicable)		22.47
Less: any unpresented cheques as at 31/3/20 (enter these as negative numbers)		
item 1	NIL	
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		
	NIL	
		-
<b>Net balances as at 31/3/20 (Box 8)</b>		<b><u>13,410.08</u></b>