

Bank reconciliation – pro forma

This reconciliation should include all bank and building society accounts, including short term investment accounts. It 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 on a receipts and payments basis. Please complete the highlighted boxes, remembering that un-presented cheques should be entered as negative figures.

Name of smaller authority: Burtle Parish Council

County area (local councils and parish meetings only):

Financial year ending 31 March 20xx

Prepared by (Name and Role): Maureen Perdue Clerk/RFO

Date: 29/06/2022

	£	£
Balance per bank statements as at 31/3/22:		
HSBC Community Account	743.6	
HSBC Money Manager Account	7,223.9	
		7,967.5
Petty cash float (if applicable)		-
Less: any un-presented cheques as at 31/3/22 (enter these as negative numbers)		
100470	(28.78)	
100482	(110.99)	
100494	(200.00)	
[add more lines if necessary]		
		(339.77)
Add: any un-banked cash as at 31/3/22	nil	
		-
Net balances as at 31/3/22 (Box 8)		7,627.7