

# Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree with 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 prepared on a payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as net

Name of smaller authority: **LITTLE LEIGH PARISH COUNCIL**

County area (local councils and parish meetings only): **CHESHIRE WEST AND CHESTER**


Financial year ending 31 March 20xx **2021**

Prepared by (Name and Role): **ANN BRAZIER CLERK & RFO**

Date: **06/04/2021**

	£	£
<b>Balance per bank statements as at 31/3/xx:</b>		
68554310	16,289.0	
account 2		
account 3		
account 4		
[add more accounts if necessary] account 5		
account 6		
account 7		
account 8		
		16,289.0
 Petty cash float (if applicable)		-
 Less: any unpresented cheques as at 31/03/2021		
100399	(17.00)	
100404	(72.00)	
100406	(90.00)	
[add more lines if necessary] item 4		
item 5		
item 6		
item 7		
item 8		
		(179.00)
 Add: any un-banked cash as at 31/3/xx		
 <b>Net balances as at 31/3/21 (Box 8)</b>		<u><u>16,110.0</u></u>

*Ann Brazier*  
22/4/21

  
22/4/21