

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** include a 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 unpresented cheques should be entered on a negative basis.

Name of smaller authority:

Droxford Parish Council

County area (local councils and parish meetings only):

Hampshire

Financial year ending 31 March 2020

Prepared by (Name and Role):

Rosemary Hoile - Parish Clerk/RFO

Date:

22/04/20

		£	£
Balance per bank statements as at 31/3/xx:			
Unity Trust Instant	...069	31,712.5	
Unity Trust Current	...455	2,115.1	
Unity Trust Cemetery	...980	3,523.4	
			37,351.1
Petty cash float (if applicable)		-	-
Less: any unpresented cheques as at 31/3/xx (enter these as negative numbers)			
EMS South Inv 2124	item 1	(300.00)	
Add: any un-banked cash as at 31/3/xx		-	
Net balances as at 31/3/xx (Box 8)			- 37,051.1