

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **m** the column headed “Year ending 31 March 20xx” in Section 2 of the AGAR – and will also agree to Box 7 where the acco receipts and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be figures.

Name of smaller authority:

Melverley Parish Council

County area (local councils and parish meetings only):

Shropshire

Financial year ending 31 March 2021

Prepared by (Name and Role):

I. F. Cruise-Taylor - Clerk/RFO

Date:

08/05/2021

	£	£
Balance per bank statements as at 31/3/21:		
Current Account	account 1	2,951.8
		2,951.8
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/21 (enter these as negative numbers)	item 1	0.00
		-
Add: any un-banked cash as at 31/3/21		-
		-
Net balances as at 31/3/21 (Box 8)		<u>2,951.8</u>