

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:

Bilsington Parish Council

County area (local councils and parish meetings only):

Kent

Financial year ending 31 March 2021

Prepared by (Name and Role):

Peter Setterfield PSLCC Parish Clerk & Responsible Financial Officer

Date:

14/04/2021

	£	£
Balance per bank statements as at 31/3/21:		
account 1	3,977.50	
account 2	4,166.10	
account 3		
account 4		
[add more accounts if necessary]		
account 5		
account 6		
account 7		
account 8		
		8,143.60
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/21 (enter these as negative numbers)		
item 1	(58.20)	
item 2	(46.60)	
item 3	(50.00)	
item 4	(223.06)	
[add more lines if necessary]		
item 5	(53.80)	
item 6	(204.75)	
item 7	(49.00)	
item 8	(241.17)	
	(50.00)	
		(976.58)
Add: any un-banked cash as at 31/3/21		
Net balances as at 31/3/21 (Box 8)		<u>7,167.02</u>