

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree to Box 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 rec basis. Please complete the highlighted boxes, remembering that un-presented cheques should be entered as negative figures.

Name of smaller authority: Coleshill Parish Council

County area (local councils and parish meetings only): Buckinghamshire

Financial year ending 31 March 2020

Prepared by (Name and Role): Lynda Jackson- Responsible Financial Officer

Date: 29/04/2020

	£	£
Balance per bank statements as at 31/3/20:		
account 1	12,150.9	
account 2	4,515.6	
account 3		
account 4		
[add more accounts if necessary] account 5		
account 6		
account 7		
account 8		
		16666.51
Petty cash float (if applicable)		-
Less: any un-presented cheques as at 31/3/20 (enter these as negative numbers)		
item 1	(1,980.00)	
item 2	(226.13)	
item 3	(41.55)	
item 4		
[add more lines if necessary] item 5		
item 6		
item 7		
item 8		
		(2,247.68)
Add: any un-banked cash as at 31/3/xx		
		-
Net balances as at 31/3/20 (Box 8)		14,418.8