

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree to Box 8 in the ending 31 March 20xx” in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are prepared on a receipts and payments bas highlighted boxes, remembering that un-presented cheques should be entered as negative figures.

Name of smaller authority: **Hirst Courtney Parish Council**

County area (local councils and parish meetings only):

Financial year ending 31 March 2021

Prepared by (Name and Role): **S. Rockliff, Clerk and Responsible Finance Officer**

Date: **19/04/2021**

	£	£
Balance per bank statements as at 31/3/21:		
HSBC Current account	£14,098.94	
HSBC Savings	£1.40	
santander	£6,187.03	
[add more accounts if necessary]		
account 4		
account 5		
account 6		
account 7		
account 8		
		20,287.4
Petty cash float (if applicable)	N.A.	-
Less: any un-presented cheques as at 31/3/21 (enter these as negative numbers)		
[add more lines if necessary]		
item 1		
item 2		
item 3		
item 4		
item 5		
item 6		
item 7		
item 8		
Add: any un-banked cash as at 31/3/21		
		-
Net balances as at 31/3/21 (Box 8)		<u>20,287.4</u>