

## 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: Honingham Parish Council

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

### Financial year ending 31 March 20xx

Prepared by (Name and Role): Jordana Wheeler - Parish Clerk & RFO

Date: 23/05/2021

	£	£
<b>Balance per bank statements as at 31/3/21:</b>		
Community Account	19,450.6	
account 2		
account 3		
account 4		
[add more accounts if necessary] account 5		
account 6		
account 7		
account 8		
		19,450.6
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/21 ( <b>enter these as negative numbers</b> )		
item 1		
item 2		
item 3		
item 4		
[add more lines if necessary] item 5		
item 6		
item 7		
item 8		
		-
Add: any un-banked cash as at 31/3/21		
		-
<b>Net balances as at 31/3/21 (Box 8)</b>		<b>19,450.6</b>