

## Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree column 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 pre and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as negative numbers.

Name of smaller authority: **Sutton Parish Council**

County area (local councils and parish meetings only): **Cheshire East Council**

### Financial year ending 31 March 20xx

Prepared by (Name and Role): **Mrs Sarah Giller - Clerk and RFO**

Date: **01/04/2021**

	£	£
<b>Balance per bank statements as at 31/3/21:</b>		
Community Current Account - 28630068	£ 12,774.78	
Bonus Saver Account - 43098940	£ 327.15	
		£ 13,101.93
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/21 ( <b>enter these as negative numbers</b> )	£ -	£ -
		-
Add: any un-banked cash as at 31/3/21	£ -	£ -
		-
<b>Net balances as at 31/3/21 (Box 8)</b>		<b>£ 13,101.93</b>