

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: Creaton Parish Council

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

Financial year ending 31 March 2020

Prepared by (Name and Role): Katrina Jones Clerk/ RFO

Date: 15/4/20

	£	£
Balance per bank statements as at 31/3/20:		
account 1	200.00	
account 2	44,420.00	
account 3		
account 4		
[add more accounts if necessary] account 5		
account 6		
account 7		
account 8		
	44,620.00	44,620.00
 Petty cash float (if applicable)		-
 Less: any unpresented cheques as at 31/3/20 (enter these as negative numbers)		
Cheque number item 1 835	(150.00)	
item 2 840	(26.70)	
item 3 842	(120.00)	
item 4 843	(40.00)	
[add more lines if necessary] item 5 777	(8.80)	
item 6		
item 7		
item 8		
	(345.50)	
 Add: any un-banked cash as at 31/3/20	-	-
 Net balances as at 31/3/20 (Box 8)		44,274.50