

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** be included in the column headed "Year ending 31 March 20xx" in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are on a receipts and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered on a net basis.

Name of smaller authority: Pendock Parish Council

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

Financial year ending 31 March 2020

Prepared by (Name and Role): Janice Kennedy, Parish Clerk

Date: 06/05/2020

	£	£
Balance per bank statements as at 31/3/2020:		
Lloyds Treasurers Account	927.93	
Lloyds Business Bank Instant	<u>4,488.08</u>	
		5,416.01
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/2020 (enter these as negative numbers)		
Cheque No. 674	(134.38)	
Cheque No. 675	(66.00)	
Cheque No. 676	<u>(317.95)</u>	
		(518.33)
Add: any un-banked cash as at 31/3/2020		<u>-</u>
Net balances as at 31/3/2020 (Box 8)		<u><u>4,897.68</u></u>