

## 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: Hawkshead Parish Council

County area (local councils and parish meetings only):

### Financial year ending 31 March 2020

Prepared by (Name and Role): Tracey Thornley, Clerk and Finance Officer

Date: 30/04/2020

	£	£
<b>Balance per bank statements as at 31/3/xx:</b>		
Current Ac	-	
Business Reserve Acc	44,957.00	
account 3		
account 4		
account 5		
account 6		
account 7		
account 8		
	44,957.00	44,957.00
 Petty cash float (if applicable)	NA	-
 Less: any unpresented cheques as at 31/3/20 <b>(enter these as negative numbers)</b>		
item 1		
item 2		
item 3		
item 4		
item 5		
item 6		
item 7		
item 8		
		-
 Add: any un-banked cash as at 31/3/20		
		-
 <b>Net balances as at 31/3/20 (Box 8)</b>		<b>44,957.00</b>