

Bank reconciliation – pro forma

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

Name of smaller authority: **Buckland Brewer Parish Council**

County area (local councils and parish meetings only): **Devon**

Financial year ending 31 March 20xx

Prepared by (Name and Role): **Patrick Blossie, Parish Clerk and Responsible Finance Officer**

Date: **27/05/2021**

	£	£
Balance per bank statements as at 31/3/21:		
Current Account	10,472.54	
Thornhillhead Moor Account	11,684.70	
Active Saver Account	<u>47,305.34</u>	
		69,462.58
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/21 (enter these as negative numbers)		
Cheque number		
100581	-324.00	
DD	6.98	
100650	-21.90	
100652	-6.00	
100652	-29.45	
100653	-100.00	
100657	-21.90	
100658	-107.94	
100131	-1490.90	
100132	-22.50	
100133	-75.00	
100134	-360.00	
100135	-75.00	
100136	-817.50	
100137	-26.25	
100138	-187.50	
100139	-480.00	
100140	-22.50	
100141	-90.00	
100142	-15.00	
100143	<u>-30.00</u>	
	-	4,296.36
Add: any un-banked cash as at 31/3/21		
Allotment rent, plot 4	15.00	
Field rent	<u>44.00</u>	
		59.00
Net balances as at 31/3/21 (Box 8)		<u>65,225.22</u>