

## 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: **Talaton Parish Council**

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

### Financial year ending 31 March 2021

Prepared by (Name and Role): **Denise Main Clerk/RFO**

Date: **24/04/2021**

	£	£
<b>Balance per bank statements as at 31/3/21:</b>		
<b>account 1</b>	<b>£ 3,312.93</b>	
<b>account 2</b>	<b>£ 9,397.33</b>	

Petty cash float (if applicable) £ 52.80

Less: any unpresented cheques as at 31/3/21

	269	£ 5.00	
	280	£ 254.00	
	281	£ 957.00	
	282	£ 140.40	
[add more lines if necessary]	284	£ 1,359.88	
	286	£ 18.00	
	287	£ 151.40	
	288	£ 130.00	
	289	£ 50.00	
			£ 3,090.65

Add: any un-banked cash as at 31/3/21

£ 9,672.41

**Net balances as at 31/3/21(Box 8)**

**£ 9,672.41**