Bank reconciliation – pro forma

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

Name of smaller authority: Meriden Parish Council

County area (local councils and parish meetings only): West Midlands

Financial year ending 31 March 20xx

Prepared by (Name and Role): Barbara Bland Clerk/Responsible Finance Officer

Date: 13/05/20xx

		£	£
Balance per bank statements as at 31 31/03/20xx			
	Barclays Business Account	5,970.8	
	Barclays Base Rate Tracker	105,470.6	
	account 3		
	account 4		
[add more accounts if necessary]	account 5		
	account 6		
	account 7		
	account 8		
			########
Petty cash float (if applicable)			-
Less: any unpresented cheques as at 31/3/xx **(enter these as negative numbers)**			
	item 1		
	item 2		
	item 3		
	item 4		
[add more lines if necessary]	item 5		
	item 6		
	item 7		
	item 8		
			-
Add: any un-banked cash as at 31/3/xx			
			-
Net balances as at 31/3/xx (Box 8)			########