

## Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree to Box 8 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 prepared on a receipts and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as negative figures.

Name of smaller authority: Swinderby Parish Council

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

### Financial year ending 31 March 2020

Prepared by (Name and Role): Sue Aikman, Clerk/RFO

Date: 04/05/2020

	£	£
<b>Balance per bank statements as at 31/3/20:</b>		
account 1	24,885.64	
account 2		
account 3		
account 4		
[add more accounts if necessary]		
account 5		
account 6		
account 7		
account 8		
	24,885.64	24,885.64
 Petty cash float (if applicable)		-
 Less: any unpresented cheques as at 31/3/2020 (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 31/3/2020		
		-
 <b>Net balances as at 31/3/2020 (Box 8)</b>		<b>24,885.64</b>