

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: Kniveton Parish Council

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

Financial year ending 31 March 20xx

Prepared by (Name and Role): Kath Gruber Clerk/RFO

Date: 12/10/2020

	£	£
Balance per bank statements as at 31/3/20:		
Current	10,987.9	
Savings	11,739.86	
	284.94	✓
[add more accounts if necessary]		
		23,012.7
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/20 (enter these as negative numbers)		
	(100.00)	
	(96.00)	
		(196.00)
Add: any un-banked cash as at 31/3/20		
		-
Net balances as at 31/3/20(Box 8)		22,816.7