

## Bank reconciliation – pro forma

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

Name of smaller authority: **Rayne Parish Council**

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

### Financial year ending 31 March 2022

Prepared by (Name and Role): **Amanda Brown, Clerk/RFO**

Date: **25/05/2022**

		£	£
<b>Balance per bank statements as at 31/3/22:</b>			
	20405643	34,416.6	
	2045656	34,206.1	
	account 3		
	account 4		
[add more accounts if necessary]	account 5		
	account 6		
	account 7		
	account 8		
			68,622.7
Petty cash float (if applicable)			-
Less: any unpresented cheques as at 31/3/22 ( <b>enter these as negative numbers</b> )			
	item 1	(198.24)	
	item 2		
	item 3		
	item 4		
[add more lines if necessary]	item 5		
	item 6		
	item 7		
	item 8		
			(198.24)
Add: any un-banked cash as at 31/3/xx			
<b>Net balances as at 31/3/22 (Box 8)</b>			<b>68,424.4</b>