

**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: Babraham Parish Council

County area (local councils and parish meetings only): Cambridgeshire County Council

**Financial year ending 31 March 20xx**

Prepared by (Name and Role): Don Powell: Clerk/RFO

Date: 08/04/2021

	£	£
<b>Balance per bank statements as at 31/3/xx:</b>		
Unity Current A/C	106,057.8	
Unity Deposit A/C	<u>61,242.84</u>	
account 3		
account 4		
[add more accounts if necessary]		
account 5		
account 6		
account 7		
account 8		
	<u>                    </u>	167,300.7
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/21 (enter these as negative numbers)		
300167	(66.80)	
300169	(135.00)	
300170	(582.00)	
300171	(245.46)	
[add more lines if necessary]		
300172	(246.00)	
300173	(21.99)	
	<u>                    </u>	(1,297.25)
Add: any un-banked cash as at 31/3/xx		-
		<u>                    </u>
<b>Net balances as at 31/3/21 (Box 8)</b>		<u><u>166,003.4</u></u>

*Don Powell*

8 April '21