

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 payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as negative numbers.

Name of smaller authority: **Great Braxted Parish Council**

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

Financial year ending 31 March 2020

Prepared by (Name and Role): **S Gaeta, Clerk/RFO**

Date: **13/05/2020**

	£	£
Balance per bank statements as at 31/3/20:		
Current	12,315.82	
		12,315.82
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/20 (enter these as negative numbers)	0.00	
		-
Add: any un-banked cash as at 31/3/20	-	
		-
Net balances as at 31/3/20 (Box 8)		<u>12,315.82</u>