

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 2021" 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 un-presented cheques should be entered as negative figures.

Name of smaller authority: Staplegrave Parish Council

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

Financial year ending 31 March 2021

Prepared by (Name and Role): Janet Coates Clerk/RFO

Date: 26/04/2021

	£	£
Balance per bank statements as at 31/3/21:		
Current Account	£ 1,194.18	
Reserve Account	£ 16,350.15	
account 3		
account 4		
[add more accounts if necessary] account 5		
account 6		
account 7		
account 8		
	£ 17,544.33	
Petty cash float (if applicable)		-
Less: any un-presented cheques as at 31/3/21 (enter these as negative numbers)		
910	-150.00	
919	-290.00	
item 3		
item 4		
[add more lines if necessary] item 5		
item 6		
item 7		
item 8		
	(440.00)	
Add: any un-banked cash as at 31/3/21		
	-	
Net balances as at 31/3/21 (Box 8)		£ 17,104.33