

Bank reconciliation – pro forma

This reconciliation should include all bank and building society accounts, including short term investment accounts. It must include a column headed “Year ending 31 March 20xx” in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are on a cash and 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 2021

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

Date: **09/04/2021**

	£	£
Balance per bank statements as at 31/3/21:		
Current account	35,586.68	
		35,586.68
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/21 (enter these as negative numbers)		
		-
Add: any un-banked cash as at 31/3/21		
Net balances as at 31/3/21 (Box 8)		35,586.68