

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 2019" 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: **Hepscott Parish Council**

County area (local councils and parish meetings only):

Financial year ending 31 March 2019

Prepared by (Name and Role): **Sylvia Johnson, Parish Clerk/Responsible Financial Officer**

Date: **20/04/2019**

		£	£
Balance per bank statements as at 31/3/19:			
	account 1	28,015.01	
	account 2	6,113.34	
			34,128.35
Petty cash float (if applicable)			
			-
Less: any un-presented cheques as at 31/3/19 (enter these as negative numbers)			
	item 1	18	(15.00)
	item 2	27	(110.00)
	item 3	28	(127.00)
	item 4	29	(50.00)
[add more lines if necessary]	item 5		
	item 6		
	item 7		
	item 8		
			(302.00)
Add: any un-banked cash as at 31/3/19			
Net balances as at 31/3/19 (Box 8)			<u><u>33,826.35</u></u>