

## 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 2020” 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: **ZENNOR PARISH COUNCIL**

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

### Financial year ending 31 March 20xx

Prepared by (Name and Role): **FIONA DREW - CLERK & RFO**

Date: **13/04/2020**

	£	£
<b>Balance per bank statements as at 31/3/xx:</b>		
General Account	6,781.04	
[add more accounts if necessary]		
		6,781.04
Petty cash float (if applicable)		-
Less: any un-presented cheques as at 31/3/xx <b>(enter these as negative numbers)</b>		
[add more lines if necessary]	Nil	
		-
Add: any un-banked cash as at 31/3/xx		
		-
<b>Net balances as at 31/3/xx (Box 8)</b>		<b><u>6,781.0</u></b>