

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: Tur Langton Parish Council

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

Financial year ending 31 March 2020

Prepared by (Name and Role): Alison Gibson, RFO and clerk

Date: 12/05/2020

| | | £ | £ |
|--|-----------|----------|-----------------|
| Balance per bank statements as at 31/3/20: | | | |
| HSBC | account 1 | 8,916.8 | |
| Market Harborough BS | account 2 | 2,767.9 | |
| [add more accounts if necessary] | | | |
| | | | 11,684.7 |
| Petty cash float (if applicable) | | | - |
| Less: any unpresented cheques / Bank payments as at 31/3/20 (enter these as negative numbers) | | | |
| St Andrews Church | item 1 | (110.00) | |
| Zurich Insurance | Item 2 | (257.60) | |
| [add more lines if necessary] | | | |
| | | | (367.60) |
| Add: any un-banked cash as at 31/3/20 | | | |
| | | | - |
| Net balances as at 31/3/20 (Box 8) | | | 11,317.1 |