

Bank reconciliation – pro forma

This reconciliation should include all bank and building society accounts, including short term investment accounts. It must column headed "Year ending 31 March 20xx" in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are receipts and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered in figures.

Name of smaller authority: Horrabridge Parish Council

County area (local councils and parish meetings only): West Devon

Financial year ending 31 March 20xx

Prepared by (Name and Role): Ms Shane Honey Clerk/RFO

Date: 06/04/2021

	£	£
Balance per bank statements as at 31/3/xx:		
TSB Current	24,985.0	
Lloyds Account	61,876.6	
		86,861.6
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/21 (enter these as negative numbers)		
Rospa BACS	(90.60)	
Viking BACS	(16.74)	
HMRC 003120	(145.86)	
		(253.20)
Add: any un-banked cash as at 31/3/xx		
		-
Net balances as at 31/3/21(Box 8)		<u>86,608.4</u>