

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** be the column headed “Year ending 31 March 2021” in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are on a receipts and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered on a negative basis.

Name of smaller authority:

Merton Parish Council

County area (local councils and parish meetings only):

Financial year ending 31 March 2021

Prepared by (Name and Role):

Claire Prentice - clerk/RFO

Date:

17/04/2021

		£	£
Balance per bank statements as at 31/3/21:			
community account	account 1	1,618.8	
saver account	account 2	1,683.2	
village hall project account	account 3	3,231.1	
	account 4		
			6,533.1
Petty cash float (if applicable)	N/A		-
Less: any unpresented cheques as at 31/3/21 (enter these as negative numbers)			
	item 1		
	item 2		
	item 3		
	item 4		
			-
Add: any un-banked cash as at 31/3/21			
			-
Net balances as at 31/3/21 (Box 8)			<u><u>6,533.1</u></u>