

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 "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 receipts and p complete the highlighted boxes, remembering that un-presented cheques should be entered as negative figures.

Name of smaller authority: Preesall Town Council

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

Financial year ending 31 March 2021

Prepared by (Name and Role): Alison May Clerk/RFO

Date: 12/04/2021

| | £ | £ |
|---|----------|-------------------|
| Balance per bank statements as at 31/3/21: | | |
| Virgin Money | 86,442.7 | |
| HTB | 40,623.4 | |
| RBS In Bloom | Nil | closed 29.06.2021 |
| Unity Bank | 17,380.6 | |
| HTB Easy access | 10,001.0 | |
| | | 154,447.7 |
| Petty cash float (if applicable) | | - |
| Less: any un-presented cheques as at 31/3/21 (enter these as negative numbers) | | |
| Cheque number | 300043 | (20.00) |
| | 300044 | (20.00) |
| | 300045 | (10.00) |
| | | (50.00) |
| Add: any un-banked cash as at 31/3/21 | | |
| N/A | | |
| | | - |
| Net balances as at 31/3/21 (Box 8) | | 154,397.7 |