

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 20xx" 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 unpresented cheques should be entered as negative figures.

Name of smaller authority: Full Sutton & Skirpenbeck Parish Council

County area (local councils and parish meetings only): East Riding of Yorkshire

Financial year ending 31 March 20xx

Prepared by (Name and Role): Claire Findlay, Clerk/ RFO

Date: 06/04/2020

	£	£
Balance per bank statements as at 31/3/20:		
Current Account	671.39	
Deposit Account	12,015.77	
		12,687.16
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/20 (enter these as negative numbers)		
Add: any un-banked cash as at 31/3/20		
Net balances as at 31/3/20 (Box 8)		12,687.16