

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** be included in the annual accounts 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 on a debit basis.

Name of smaller authority: **NETTLESTEAD PARISH MEETING**

County area (local councils and parish meetings only): **SUFFOLK**

Financial year ending 31 March 2021

Prepared by (Name and Role): **Janet Gobey - Clerk/RFO**

Date: **31/03/2021**

	£	£
Balance per bank statements as at 31/3/20		
account 1	12,667.0	
account 2		
account 3		
account 4		
[add more accounts if necessary] account 5		
account 6		
account 7		
account 8		
		12,667.0
Petty cash float (if applicable)	-	-
Less: any unpresented cheques as at 31/3/xx (enter these as negative numbers)		
item 1	-	
item 2		
item 3		
item 4		
[add more lines if necessary] item 5		
item 6		
item 7		
item 8		
		-
Add: any un-banked cash as at 31/3/21		
	-	
		-
Net balances as at 31/3/21 (Box 8)		<u><u>11,597.0</u></u>