

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 2019” 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 un-presented cheques should be entered as negative figures.

Name of smaller authority:

County area (local councils and parish meetings only):

Financial year ending 31 March 2019

Prepared by (Name and Role):

Date: 08/05/2019

| | £ | £ |
|---|------------------|--------------------------------|
| Balance per bank statements as at 31/3/19: | | |
| NatWest Community Business | <u>20,313.27</u> | 20,313.27 |
| Petty cash float (if applicable) | | - |
| Less: any un-presented cheques as at 31/3/19 (enter these as negative numbers) | | |
| Fundraising Event Expenditure | <u>- 297.87</u> | - 297.87 |
| Add: any un-banked cash as at 31/3/19 | | |
| Fundraising Event Ticket Sales banked 30/3/19 but not credited until 1/4/19 | <u>205.00</u> | <u>205.00</u> |
| Net balances as at 31/3/19 (Box 8) | | <u><u>20,220.40</u></u> |