

## Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It is to be included in the column headed "Year ending 31 March 2022" 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 as negative figures.

Name of smaller authority: Gt Witchingham Parish Council

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

### Financial year ending 31 March 20xx

Prepared by (Name and Role): Patricia Kirby Clerk & RFO

Date: 24/06/2022

		£	£
<b>Balance per bank statements as at 31/3/22:</b>			
	account 1	1455.52	
	account 2	2930.05	
	account 3	3915.90	
[add more accounts if necessary]			
		8301.47	
Petty cash float (if applicable)			-
Less: any unpresented cheques as at 31/3/22 <b>(enter these as negative numbers)</b>			
	100977	(47.00)	
	100985	(109.83)	
	100986	(177.63)	
	100987	(19.00)	
[add more lines if necessary]	100988	(22.00)	
	100989	(220.80)	
		(596.26)	
Add: any un-banked cash as at 31/3/22			
		-	
<b>Net balances as at 31/3/22 (Box 8)</b>			<b>7705.21</b>