

## 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 report in the column headed "Year ending 31 March 2021" in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are reconciled on a receipts and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered on a negative basis.

Name of smaller authority: Farndon Parish Council

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

### Financial year ending 31 March 20x21

Prepared by (Name and Role): Jayne Saunders - Clerk to the Council & RFO

Date: 31/03/2021

	£	£
<b>Balance per bank statements as at 31/3/21:</b>		
Instant Access Account	43,788.1	
Current Account	8,832.2	
account 3		
account 4		
[add more accounts if necessary] account 5		
account 6		
account 7		
account 8		52,620.3
 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/xx		
		-
 <b>Net balances as at 31/3/xx (Box 8)</b>		<b>52,620.3</b>