

## Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **m** the column headed “Year ending 31 March 20xx” in Section 2 of the AGAR – and will also agree to Box 7 where the acco receipts and payments basis. Please complete the highlighted boxes, remembering that un-presented cheques should be figures.

Name of smaller authority: Marston St Lawrence Parish Council

County area (local councils and parish meetings only): South Northants

### Financial year ending 31 March 2021

Prepared by (Name and Role): Christine Coles (Parish Clerk/RFO)

Date: 31.05.21

|   | £         | £                            |
|---|-----------|------------------------------|
| <b>Balance per bank statements as at 31/3/21:</b>                                     |           |                              |
| [add more accounts if necessary]  | account 1 | 3,139.55                     |
|   | account 2 | 408.89                       |
|   | account 3 |                              |
|   | account 4 |                              |
|   | account 5 |                              |
|   | account 6 |                              |
|   | account 7 |                              |
|   | account 8 |                              |
|   |           | 3,548.44                     |
| Petty cash float (if applicable)  |           | -                            |
| Less: any un-presented cheques as at 31/3/21 <b>(enter these as negative numbers)</b> |           |                              |
| [add more lines if necessary]   | item 1    | (49.14)                      |
|   | item 2    | (90.17)                      |
|   | item 3    |                              |
|   | item 4    |                              |
|   | item 5    |                              |
|   | item 6    |                              |
|   | item 7    |                              |
|   | item 8    |                              |
|   |           | (139.31)                     |
| Add: any un-banked cash as at 31/3/21   |           |                              |
|   |           | 3,548.4                      |
| <b>Net balances as at 31/3/21 (Box 8)</b>   |           | <b><u><u>3,548.4</u></u></b> |