

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 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 cash and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as negative numbers.

Name of smaller authority: **Hayton Parish Council**

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

Financial year ending 31 March 2022

Prepared by (Name and Role): **Nick Phillips Clerk/RFO**

Date: **01/04/2022**

	£	£
Balance per bank statements as at 31/3/xx:		
Community	5,495.68	
Business Premium	20,539.38	
		26,035.1
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/xx (enter these as negative numbers)		
101852	(30.00)	
101853	(30.00)	
[add more lines if necessary]		
		(60.00)
Add: any un-banked cash as at 31/3/xx		
		-
Net balances as at 31/03/2022(Box 8)		25,975.06