

Bank reconciliation – pro forma

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

Name of smaller authority: WEST QUANTOXHEAD PARISH COUNCIL

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

Financial year ending 31 March 2022

Prepared by (Name and Role): MRS M FRANCIS, CLERK & RFO

Date: 31.03.2022

	£	£
Balance per bank statements as at 31/3/2022:		
Current Account	£ 3,806.88	
[add more accounts if necessary]		
		3,806.9
Petty cash float (if applicable)		-
Less: any un-presented cheques as at 31/3/2022 (enter these as negative numbers)		
167	(91.80)	
172	(91.80)	
176	(91.80)	
[add more lines if necessary]	(91.80)	
		(367.20)
Add: any un-banked cash as at 31/3/2022		
		-
Net balances as at 31/3/2022 (Box 8)		3,439.68