

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree with 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 pre and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as negative numbers.

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

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

Financial year ending 31 March 2021

Prepared by (Name and Role): **Marion Hallett, Clerk & RFO**

Date: **17/05/2021**

| | £ | £ |
|--|-----------------|-----------------|
| Balance per bank statements as at 31/3/21: | | |
| Current Account | 16,185.9 | |
| Reserve/Savings Account | 50,269.5 | |
| | | 66,455.4 |
| Petty cash float (if applicable) | | - |
| Less: any unpresented cheques as at 31/3/21 (enter these as negative numbers) | | |
| item 1 | 0.00 | |
| | | - |
| Add: any un-banked cash as at 31/3/21 | | |
| VAT Credit Due | 1,011.2 | |
| | | 1,011.2 |
| Net balances as at 31/3/21 (Box 8) | | 67,466.6 |