

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It should be entered in the column headed "Year ending 31 March 2019" in Section 2 of the AGAR – and will also agree to Box 7 where the reconciliation is prepared on a receipts and payments basis. Please complete the highlighted boxes, remembering that un-presented cheques should be entered as negative figures.

Name of smaller authority: East Down Parish Council

County area (local councils and parish meetings only): North Devon

Financial year ending 31 March 2019

Prepared by (Name and Role): Margaret Done Parish Clerk/RFO

Date: 15th April 2019

	£	£
Balance per bank statements as at 31/3/19:		
00249839	5,621.33	
37613268	1,156.83	
account 3		
account 4		
[add more accounts if necessary] account 5		
account 6		
account 7		
account 8		
		6,778.16
Petty cash float (if applicable)		0.00
Less: any un-presented cheques as at 31/3/19 (enter these as negative numbers)		
item 1	0.00	
item 2		
item 3		
item 4		
[add more lines if necessary] item 5		
item 6		
item 7		
item 8		
		0.00
Add: any un-banked cash as at 31/3/19		
	0.00	
		0.00
Net balances as at 31/3/19 (Box 8)		<u><u>6,778.16</u></u>