

## Bank reconciliation – pro forma

This reconciliation should include all bank and building society accounts, including short term investment accounts. It is the column headed "Year ending 31 March 2022" in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are 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: **Great and Little Chishill Parish Council**

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

### Financial year ending 31 March 2022

Prepared by (Name and Role): **Sarah Scott, Proper Office**

Date: **01/05/2022**

	£	£
<b>Balance per bank statements as at 31/3/22:</b>		
account 1	895.7	
account 2	17,965.0	
		18,860.7
Petty cash float (if applicable)		-
Less: any un-presented cheques as at 31/3/22 <b>(enter these as negative numbers)</b>		
item 1	0.00	
		-
Add: any un-banked cash as at 31/3/22		
	-	
		-
<b>Net balances as at 31/3/22(Box 8)</b>		<b><u>18,860.7</u></b>

## Bank reconciliation – example

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree to Box 8 in the column headed “Year ending 31 March 2022” in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are prepared on a receipts and payments basis

Name of smaller authority: **Great and Little Parish Council**

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

### Financial year ending 31 March 2022

Prepared by (Name and Role): **Sarah Scott, Clerk/ RFO**

Date: **01/05/2022**

	£	£
<b>Balance per bank statements as at 31/3/22:</b>		
e.g Current Account	895.67	
High Interest Account	17,965.01	
Building Society Premium Account	-	
		<hr/>
		18,860.68
Petty cash float (if applicable)		-
Less: any un-presented cheques as at 31/3/22 (normally only current account)		
Cheque number	0.00	
	0.00	
	0.00	
		<hr/>
		0.00
Add: any un-banked cash as at 31/3/22 e.g Allotment rents banked 30/3/22 (but not credited until 2 April)	-	
		<hr/>
		-
<b>Net balances as at 31/3/22 (Box 8)</b>		<b><u>18,860.68</u></b>