

## Bank reconciliation – pro forma

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” the AGAR – and will also agree to Box 7 where the accounts are prepared on a receipts and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques entered as negative figures.

Name of smaller authority:

Hollym Parish Council

County area (local councils and parish meetings only):

East Riding of Yorkshire

**Financial year ending 31 March 2021**

Prepared by (Name and Role):

Kim Dalton - Responsible Financial Officer

Date:

06/04/2021

**Balance per bank statements as at 31/3/xx:**

Current Account  
Deposit Account  
account 3  
account 4  
account 5  
account 6  
account 7  
account 8

4,458.05  
1,283.56

[add more accounts if necessary]

£ £

5,741.61

Petty cash float (if applicable)

- -

Less: any unpresented cheques as at 31/3/21 (enter these as negative numbers)

Chq No. 633  
item 2  
item 3  
item 4  
item 5  
item 6  
item 7  
item 8

(70.80)

[add more lines if necessary]

(70.80)

Add: any un-banked cash as at 31/3/21

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**Net balances as at 31/3/21 (Box 8)**

**5,670.81**