

## 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 2019" in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are receipts and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered in figures.

Name of smaller authority:

Heytesbury Imber & Knook Parish Council

County area (local councils and parish meetings only):

Wiltshire

### Financial year ending 31 March 2019

Prepared by (Name and Role):

Heather Parks Parish Clerk

Date:

	£	£
<b>Balance per bank statements as at 31/3/19:</b>		
account 1	2597.22	
account 2	4192.95	
account 3	4596.81	
account 4		
[add more accounts if necessary] account 5		
account 6		
account 7		
account 8		
	<hr/>	11,386.98
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/19 ( <b>enter these as negative numbers</b> )		
item 1	(70.00)	
item 2	(18.93)	
item 3	(75.00)	
item 4		
[add more lines if necessary] item 5		
item 6		
item 7		
item 8		
	<hr/>	(163.93)
Add: any un-banked cash as at 31/3/19		
		<hr/>
		-
<b>Net balances as at 31/3/19 (Box 8)</b>		<b><u><u>11,223.05</u></u></b>