

## Bank reconciliation

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** be the column headed "Year ending 31 March 20xx" in Section 2 of the AGAR – and will also agree to Box 7 where the account is on a receipts and payments basis. Please complete the highlighted boxes, remembering that un-presented cheques should be entered on a debit basis.

Name of smaller authority:

County area (local councils and parish meetings only):

### Financial year ending 31 March 20xx

Prepared by (Name and Role):

Date: 20/06/2021

	£	£
<b>Balance per bank statements as at 31/03/2021</b>		
account 1	6868	
account 2	<u>2988</u>	
		9856
Petty cash float (if applicable)		0
Less: any un-presented cheques as at 31/3/21 (enter these as negative numbers)	0	
	<u>0</u>	
Add: any un-banked cash as at 31/3/21	0	
	<u>0</u>	
<b>Net balances as at 31/3/21 (Box 8)</b>		<u><u>9856</u></u>