

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree with the column headed “Year ending 31 March 20xx” in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are prepared on a credit and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as negative numbers.

Name of smaller authority: **WINSFORD TOWN COUNCIL**

County area (local councils and parish meetings only): **CHESHIRE WEST**

Financial year ending 31 March 20xx

Prepared by (Name and Role): **MARK BAILEY, RESPONSIBLE FINANCIAL OFFICER**

Date: **25/06/2021**

		£	£
Balance per bank statements as at 31/3/21:			
	ALLOTMENTS PROJECT	1,233.3	
	CAPITAL PROJECTS 1	1,704.7	
	CURRENT ACCOUNT	294,981.3	
	FIRST RESERVE	13.8	
[add more accounts if necessary]	CAPITAL ACCOUNT	121,745.2	
	SILVER JUBILEE ACCOUNT	1,861.1	
	CAPITAL INVESTMENT ACCOUNT	27,000.0	
			448,539.4
Petty cash float (if applicable)			100.0
Less: any unpresented cheques as at 31/3/xx (enter these as negative numbers)			
	item 1		
	item 2		
	item 3		
	item 4		
[add more lines if necessary]	item 5		
	item 6		
	item 7		
	item 8		
			-
Add: any un-banked cash as at 31/3/xx			
			-
Net balances as at 31/3/xx (Box 8)			<u>448,639.4</u>