

## 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 20xx" 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:

MELLOR PARISH COUNCIL

County area (local councils and parish meetings only):

Lancashire

### Financial year ending 31 March 2021

Prepared by (Name and Role):

Teresa Taylor (Clerk & RFO)

Date:

08.05.21

		£	£
<b>Balance per bank statements as at 31/3/21:</b>			
Current Account Lloyds Bank	Printout 31.03.21	59010.61	
Instant Access Account	Printout 31.03.21	<u>74.52</u>	
			59085.13
Petty cash float (if applicable)	NONE HELD		0.00
Less: any unpresented cheques as at 31/3/21 (enter these as negative numbers)			
Cheque 1694	LALC subs	-411.40	
Cheque 1695	Charge My Street	-600.00	
Cheque 1697	EON	-13.05	
Cheque 1698	HMRC PAYE	<u>-7.00</u>	
			-1031.45
Add: any un-banked cash as at 31/3/21			
NONE HELD			
			<u>0.00</u>
<b>Net balances as at 31/3/21 (Box 8)</b>			<b><u><u>58053.68</u></u></b>