

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** be included in the annual report in the column headed “Year ending 31 March 2019” in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are reconciled on a receipts and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as negative figures.

Name of smaller authority: **Tabley Parish Council**

County area (local councils and parish meetings only): **Cheshire East Council**

Financial year ending 31 March 2019

Prepared by (Name and Role): **Sarah Sherwood Parish Clerk and RFO**

Date: 26/06//2019

| | £ | £ |
|--|---------------|-----------------------|
| Balance per bank statements as at 31/3/19: | | |
| Community Account | 2,452.35 | |
| Business Premium Account | <u>544.25</u> | |
| | | 2,996.60 |
| Petty cash float (if applicable) | | - |
| Less: any unpresented cheques as at 31/3/19 (enter these as negative numbers) | | |
| Salary | 240.00 | |
| HMRC | <u>60.00</u> | |
| | | 300.00 |
| Add: any un-banked cash as at 31/3/19 | | - |
| | | <u>-</u> |
| Net balances as at 31/3/19 (Box 8) | | <u>2,696.6</u> |