

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree to Box 8 in 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 receipts and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as negative figures.

Name of smaller authority: Louth Town Council

County area (local councils and parish meetings only): Lincolnshire

Financial year ending 31 March 20xx

Prepared by (Name and Role): Mrs. L. Phillips, Clerk and RFO

Date: 03/07/2020

	£	£
Balance per bank statements as at 31/3/20:		
Current Account	252,229.4	
Deposit Account	166,650.5	
National Savings and Investment Account	110,527.7	
		529,407.6
Petty cash float (if applicable)		191.0
Less: any unpresented cheques as at 31/3/20 (enter these as negative numbers)		
Louth Men's Shed	8564	(32.50)
HLNYCRC Ltd	8682	(630.00)
Royal British Legion Louth Branch	8697	(600.00)
Onecom Ltd	8698	(77.04)
AJ Embroidery	8699	(184.80)
ELDC	8700	(4,514.88)
Allinson Print and Supplies	8704	(52.12)
Leakes Masonry	8705	(1,236.00)
GBM Waste Management Ltd	8706	(80.40)
Glendale Countryside Ltd	8707	(2,628.84)
SCIS	8708	(359.99)
KRL Group Ltd	8709	(102.02)
R. Johnson	8710	(300.00)
Npower	8711	(324.20)
Easy Clean Marshchapel Ltd	8712	(230.40)
Npower	8713	(17.91)
		(11,371.10)
Add: any un-banked cash as at 31/3/20		
N/A		-
Net balances as at 31/3/20 (Box 8)		<u>518,227.5</u>