

## Bank reconciliation – PROFORMA

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

Name of smaller authority: Chelmondiston Parish Council

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

Financial year ending 31 March 20xx

Prepared by (Name and Role):

Clerk/ RFO

Date:

31/03/2021

Balance per bank statements as at 31/3/xx:

e.g Current Account

£13,374.18

High Interest Account

£61,940.86

£

£

75,315.04

Petty cash float (if applicable)

14.00

Less: any un-presented cheques as at 31/3/xx

(normally only current account)

Cheque number

0.00

Add: any un-banked cash as at 31/3/xx

e.g Allotment rents banked 30/3/xx (but not credited until 2 April)

Net Balance 31/03/2021

75,329.04



Overall Opening Balance (all monies including £14 cash)	£70,612.84
Receipts to date	£61,380.87
Balance	£131,993.71
Payments to date (minus)	£56,664.67
<b>Overall balance</b>	<b>£75,329.04</b>

**Business Savings Account**

<i>Business Bank Instant Access</i> Opening balance	£61,924.75
Interest	£16.11
Transfers <u>into</u> <i>Instant Access</i>	
Balance	£61,940.86
Transfers <u>out of</u> <i>Instant Access</i> (minus)	
<b>Total Balance</b>	<b>£61,940.86</b>

**Business Current Account**

<i>Treasurers Acc.</i> (chq) Opening Statement	£8,674.09
Unpresented chqs (plus)	
CASH FLOAT (Skip days) not in bank	£14.00
Sub Total Treasurers Account	£13,374.18
Balance in bank (2 acc - working)	£75,315.04
CASH FLOAT (Skip days) not in bank	£14.00
<b>TOTAL BANK BALANCES AND CASH</b>	<b>£75,329.04</b>

**Money held/reserved for following:****Earmarked**

Neighbourhood Plan	£1,531.50
Tennis Courts	£5,000.00
Recycling Centre	£16,072.30
Community Path	£10,000.00
CIL	£9,870.22
	<b>£42,474.02</b>

PRECEPT 2020-2021	£26,829.00
<b>Total Balance of PC's available money</b>	<b>£6,026.02</b>

**Available Funds carried forward to 2021 -2022 =**  
**£32,855.02**