

## Bank reconciliation – pro forma

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

Name of smaller authority: **Oakham Town Council**

County area (local councils and parish meetings only): **Rutland and Leicestershire**

### Financial year ending 31 March 2019

Prepared by (Name and Role): **Allison Greaves (Town Clerk and RFO)**

Date: **31/03/2019**

|  |                            | £         | £                |
|--|----------------------------|-----------|------------------|
| <b>Balance per bank statements as at 31/3/19:</b>                                    |                            |           |                  |
|  | HSBC Current Account       | 12,820.5  |                  |
|  | HSBC Deposit Account       | 180,000.0 |                  |
|  | Cambridge Building Society | 60,000.0  |                  |
| [add more accounts if necessary]   | account 4                  |           |                  |
|  | account 5                  |           |                  |
|  | account 6                  |           |                  |
|  | account 7                  |           |                  |
|  | account 8                  |           |                  |
|  |                            |           | 252,820.5        |
| Petty cash float (if applicable)   |                            |           | 233.8            |
| Less: any unpresented cheques as at 31/3/19 <b>(enter these as negative numbers)</b> |                            |           |                  |
|  | 104257                     | (90.00)   |                  |
|  | 104263                     | (81.96)   |                  |
| [add more lines if necessary]  | item 3                     |           |                  |
|  | item 4                     |           |                  |
|  | item 5                     |           |                  |
|  | item 6                     |           |                  |
|  | item 7                     |           |                  |
|  | item 8                     |           |                  |
|  |                            |           | (171.96)         |
| Add: any un-banked cash as at 31/3/19  |                            | -         |                  |
|  |                            |           | -                |
| <b>Net balances as at 31/3/19 (Box 8)</b>  |                            |           | <b>252,882.3</b> |