

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:

County area (local councils and parish meetings only):

Financial year ending 31 March 2023

Prepared by (Name and Role):

Date: 09/05/2023

	£	£
Balance per bank statements as at 31/3/23:		
Current Account	4,885.77	
Business Account	<u>10,660.17</u>	
		£15,545.94
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/23 (enter these as negative numbers)		
Chq 1091		
Chq 1092	<u>(73.00)</u>	
		-
Add: any un-banked cash as at 31/3/23		-
		-
Net balances as at 31/3/23 (Box 8)		<u><u>15,181.4</u></u>