

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:

County area (local councils and parish meetings only):

Financial year ending 31 March 2024

Prepared by (Name and Role):

Date: 15/04/2024

	£	£
Balance per bank statements as at 31/3/24:		
<i>Unity Trust Bank - Current a/c</i>	63,013.30	
Nationwide B/Society Business Instant Saver	<u>15,276.56</u>	
		78,289.86
Petty cash float (if applicable) None Held		-
Less: any unpresented cheques as at 31/3/24 (enter these as negative numbers)		
Nil	<u>0.00</u>	-
Add: any un-banked cash as at 31/3/24		
Nil	<u>-</u>	-
Net balances as at 31/3/23 (Box 8)		<u>78,289.86</u>