

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** be included in the annual financial statements 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 on a negative basis.

Name of smaller authority:

Winsford Parish Council

County area (local councils and parish meetings only):

Financial year ending 31 March 20xx

Prepared by (Name and Role):

J Yates Clerk and RFO

Date:

23/07/023

		£	£
Balance per bank statements as at 31/3/xx:			
	Current Acct	10,957.7	
	Savings	2,866.9	
	account 3		
	account 4		
[add more accounts if necessary]	account 5		
	account 6		
	account 7		
	account 8		
			13,824.7
Petty cash float (if applicable)			
			-
Less: any unpresented cheques as at 31/3/xx (enter these as negative numbers)			
	819	(30.00)	
	872	(44.00)	
	873	(392.03)	
	874	(61.40)	
[add more lines if necessary]	875	(24.30)	
	876	(24.00)	
	877	(6,364.75)	
	item 8		
			(6,940.48)
Add: any un-banked cash as at 31/3/23			
Net balances as at 31/3/23 (Box 8)			<u>6,884.2</u>