

## Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree 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 accrual and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as negative numbers.

Name of smaller authority:

County area (local councils and parish meetings only):

### Financial year ending 31 March 2023

Prepared by (Name and Role):

Date: 03/05/2023

|  | £                           | £                           |
|--|-----------------------------|-----------------------------|
| <b>Balance per bank statements as at 31/3/23:</b>                                      |                             |                             |
| Current Account  | 2,213.7                     |                             |
| Business Bank Instant  | <u>49,722.5</u>             |                             |
|  |                             | 51,936.2                    |
| Petty cash float (if applicable)   |                             | -                           |
| Less: any unpresented cheques as at 31/3/23 ( <b>enter these as negative numbers</b> ) |                             |                             |
| Cheque number 1953   | (14.99)                     |                             |
|  | <u>                    </u> | (14.99)                     |
| Add: any un-banked cash as at 31/3/23  |                             |                             |
|  |                             | <u>                    </u> |
|  |                             | -                           |
| <b>Net balances as at 31/3/23 (Box 8)</b>  |                             | <u><u>51,921.2</u></u>      |