

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 un-presented cheques should be entered as negative figures.

Name of smaller authority: Doddington and Whisby Parish Council

County area (local councils and parish meetings only): Lincolnshire

Financial year ending 31 March 20xx

Prepared by (Name and Role): Sue Aikman Clerk/RFO

Date: 09 05 23

		£	£
Balance per bank statements as at 31/3/23:			
[add more accounts if necessary]	Unity account 2 account 3 account 4 account 5 account 6 account 7 account 8	23,061.32	
			23,061.32
Petty cash float (if applicable)			-
Less: any un-presented cheques as at 31/3/23 (enter these as negative numbers)			
[add more lines if necessary]	item 1 item 2 item 3 item 4 item 5 item 6 item 7 item 8		
			-
Add: any un-banked cash as at 31/3/xx			
			23,061.32
Net balances as at 31/3/23 (Box 8)			<u><u>23,061.32</u></u>