

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** include a column headed "Year ending 31 March 20xx" in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are on a receipts and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered on a receipts and payments basis.

Name of smaller authority: Boddington Parish Council

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

Financial year ending 31 March 20xx

Prepared by (Name and Role): Michelle Hinde (Clerk)

Date: 08/05/2024

	£	£
Balance per bank statements as at 31/3/24:		
1042801	5,537.3	

[add more accounts if necessary]

	5,537.3	
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Petty cash float (if applicable)		-
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Less: any unpresented cheques as at 31/3/xx (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		
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		-

Net balances as at 31/3/24 (Box 8)		5,537.3
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