

Bank reconciliation – pro forma

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

Name of smaller authority: **Munslow Parish Council**

County area (local councils and parish meetings only):

Financial year ending 31 March 20xx

Prepared by (Name and Role): **H Coonick (Clerk and Responsible Finance Officer)**

Date: **02/04/2024**

	£	£
Balance per bank statements as at 31/3/24:		
account 1	10,125.0	10,125.0
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/24 (enter these as negative numbers)		
item 1	0.00	-
Add: any un-banked cash as at 31/3/24		
	-	
Net balances as at 31/3/24 (Box 8)		<u>10,125.0</u>