

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 credit 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 20xx

Prepared by (Name and Role):

Date: 30/05/2023

	£	£
Balance per bank statements as at 31/3/23:		
UTB Current	8,904.9	
UTB Savings	39,611.6	

[add more accounts if necessary]

_____ 48,516.5

Petty cash float (if applicable) -

Less: any unpresented cheques as at 31/3/23 (**enter these as negative numbers**)

[add more lines if necessary]

_____ -

Add: any un-banked cash as at 31/3/23

_____ -

Net balances as at 31/3/23 (Box 8) 48,516.5