

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:

Monks Eleigh Parish Council

County area (local councils and parish meetings only):

Suffolk

Financial year ending 31 March 2023

Prepared by (Name and Role):

Lucinda Rogers - Parish Clerk

Date:

23/04/2023

Balance per bank statements as at 31/3/23:

[add more accounts if necessary]

account 1
account 2
account 3
account 4
account 5
account 6
account 7
account 8

£

30,907.2
8,913.3

£

39,820.5

Petty cash float (if applicable)

-

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

[add more lines if necessary]

101528
101561
101562
101563
item 5
item 6
item 7
item 8

(10.00)
(84.00)
(2,460.00)
(4,146.00)

(6,700.00)

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

-

33,120.5

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