

Bank reconciliation – pro forma

This reconciliation should include all bank and building society accounts, including short term investment accounts. It is to be included 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 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: Little Burstead Parish Council

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

Financial year ending 31 March 2023

Prepared by (Name and Role): Stephanie Robinson Clerk/RFO

Date: 10/05/2023

	£	£
Balance per bank statements as at 31/3/23		
Unity Trust Bank	2,324.8	
	account 1	
	account 2	
	account 3	
	account 4	
[add more accounts if necessary]	account 5	
	account 6	
	account 7	
	account 8	
	2,324.8	2,324.8
Petty cash float (if applicable)		-
Less: any un-presented cheques as at 31/3/xx (enter these as negative numbers)		
	item 1	
	item 2	
	item 3	
	item 4	
[add more lines if necessary]	item 5	
	item 6	
	item 7	
	item 8	
		-
Add: any un-banked cash as at 31/3/xx		
		-
Net balances as at 31/3/23 (Box 8)		2,324.8