

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree 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: Toppesfield Parish Council

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

Financial year ending 31 March 2023

Prepared by (Name and Role): Kaaren Berry - Clerk & RFO

Date: 02/06/2023

	£	£
Balance per bank statements as at 31/3/23:		
account 1	42,062.3	
account 2		
account 3		
account 4		
[add more accounts if necessary] account 5		
account 6		
account 7		
account 8		42,062.3
 Petty cash float (if applicable)		-
 Less: any unpresented cheques as at 31/3/23 (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 31/3/23		
		-
 Net balances as at 31/3/23 (Box 8)		<u><u>42,062.3</u></u>