

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: Widdington Parish Council

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

Financial year ending 31 March 20xx

Prepared by (Name and Role): Katrina Levy (Clerk/RFO)

Date: 31/03/2023

	£	£
Balance per bank statements as at 31/3/23:		
Current	5,976.00	
Savings	15,054.05	
account 3		
account 4		
[add more accounts if necessary] account 5		
account 6		
account 7		
account 8		
		21,030.05
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/23 (enter these as negative numbers)		
N/A		
[add more lines if necessary]		
		-
Add: any un-banked cash as at 31/3/23		
N/A		
		-
Net balances as at 31/3/23 (Box 8)		21,030.1